Charitable Funds Committee Meeting

17 March 2020, 09:30 to 12:30
Nant Fawr 1 & 2, Woodland House

Agenda

1. Welcome & Introductions

Akmal Hanuk

1.1. Apologies for Absence

Akmal Hanuk

1.2. Declarations of Interest

Akmal Hanuk

1.3. Minutes of the Committee Meeting held on 10th December 2019

Decision

Akmal Hanuk

1.4_Minutes December_CFC0320.pdf (7 pages)

1.4. Action Log following the meeting held on 10th December 2019

Discussion

Akmal Hanuk

1.5 - Action Log December_CFC0320.pdf (2 pages)

2. Items for Approval/Ratification

2.1. Financial Review of Delegated Funds

Christopher Lewis

2.1 Review of Delegated Funds_CFC0320.pdf (21 pages)

2.2. Events Planner 2020

Joanne Brandon

2.2 HC Events Planner frontsheet CFC March '20.pdf (2 pages)

2.2 Health Charity Events Planner 2020.pdf (1 pages)

2.3. Health Charity Strategy - Final Draft

Joanne Brandon

2.3 Health Charity Strategy - Covering Report.pdf (2 pages)

2.3 Cardiff & Vale Health Charity Strategy document 2019 - 2025.pdf (11 pages)

2.4. Health Charity Annual Report - Final Draft

Joanne Brandon

2.4 Health Charity Annual Report - Cover Paper.pdf (2 pages)

2.4 Cardiff & Vale Health Charity Annual Report 2018-19 (final version).pdf (42 pages)

2.5. Patrons Protocol – Final Draft

Joanne Brandon

2.5 Patrons Protocol - Final Draft.pdf (9 pages)

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2.6. Sustainable Staffing

Joanne Brandon

2.6 Sustainable Staffing paper CFC March '20.pdf (7 pages)

2.6 Health Charity structure (March 2020).pdf (1 pages)

3. Items for Review & Assurance

3.1. Health Charity Financial Position

3.1 Financial Position January 2020.pdf (4 pages)

3.2. Change Account

Joanne Brandon

3.2 - Change Account _CFC0320.pdf (3 pages)

3.3. Horatio's Garden Update

Joanne Brandon

3.3 Horatio's Garden Update Covering Report _CFC0320.pdf (4 pages)

3.3 Horatio's Garden Official Cardiff Fundraising Launch.pdf (2 pages)

3.4. Committee Annual Report 2019/20

Nicola Foreman

3.4 CFC Draft Annual Report Cover Paper _CFC320.pdf (2 pages)

3.4 CFC Draft Annual Report.pdf (9 pages)

3.5. Committee Terms of Reference 2020/21

Nicola Foreman

3.5 Terms of Reference Covering Report_CFC0320.pdf (2 pages)

3.5 Terms of Reference_CFC0320.pdf (8 pages)

3.6. Committee Work Plan 2020/21

3.6 Charitable Funds Committee Work Plan 2020.21.pdf (1 pages)

3.6 Committee Work Plan Covering Report_CFC320.pdf (2 pages)

3.7. Arts Annual Report

Joanne Brandon

3.7 - Arts Annual Report.pdf (15 pages)

3.7 Hearth Art Gallery Exhibitions and Projects.pdf (10 pages)

4. Items for Noting & Information

4.1. Staff Benefits Group Report

Joanne Brandon

4.1 Staff Benefits Group Report _CFC0320.pdf (5 pages)

4.2. Staff Lottery Bids Panel

Joanne Brandon

4.2 Staff Lottery Bids Panel Report _CFC0320.pdf (4 pages)

4.3. Health Charity Fundraising Report

Joanne Brandon

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4.3 Health Charity Fundraising Report _CFC0320.pdf (8 pages)

4.4. Reporting Feedback on Successful CFC Bids

Joanne Brandon

4.4 Report on successful CFC Bids - Cover Report 0320.pdf (2 pages)

4.4 Report on successful CFC Bids _CFC0320.pdf (7 pages)

5. Items to bring to the attention of the Board/Committee

Akmal Hanuk

6. Review of the Meeting

Akmal Hanuk

7. Date & Time of next Meeting

Tuesday 5th May 2020
9:30am - 12:30pm
Nant Fawr 1 & 2, Woodland House

Akmal Hanuk

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Cardiff&Vale HealthCharity

Unconfirmed Minutes of the Charitable Funds Committee
Held at Nant Fawr 1 & 2, Woodlands House
10th December 2019 9:30am – 11:30am

Present:

Akmal Hanuk	AH	Committee Chair and Independent Member -Community

Members:

John Union	JU	Committee Vice Chair and Independent Member - Finance

In Attendance:

Nicola Foreman	NF	Director of Corporate Governance
Joanne Brandon	JB	Director of Communications
Angela Hughes	AH	Assistant Director of Patient Services
Mike Jones	MJ	Chair of Staff Lottery Bids Panel
Simone Joslyn	SJ	Head of Arts and Health Charity
Chris Lewis	CL	Deputy Executive Finance Director
Ruth Walker	RW	Executive Director of Nursing
Peter Welsh	PW	Senior Hospital General Manager, University Hospital Llandough

Secretariat:

Laura Tolley	LT	Corporate Governance Officer

Apologies:

Martin Driscoll	MD	Executive Director of Workforce and Organisational Development
Angela Hughes	AH	Assistant Director of Patient Services
Charles Janczewski	CJ	UHB Interim Chair
Dr Fiona Jenkins	FJ	Executive Director of Therapies and Health Science
Sara Moseley	SM	Independent Member
Alun Williams	AW	Head of Financial Services

CFC19/12/001	**Welcome & Introductions** The Committee Chair (CC) welcomed everyone to the meeting.	**Action**
CFC19/12/002	**Apologies for Absence** Apologies for absence were noted.	

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CFC19/12/003	**Declarations of Interests** The Head of Arts and Health Charity (HAHC) declared her interest in agenda item 2.3 therefore it was agreed that the HAHC would leave the meeting for the agenda item.	
CFC19/12/004	**Minutes of the Committee Meeting held on 10th September 2019** The Committee reviewed the minutes of the meeting held on 10th September 2019. **The Committee Resolved that:** (a) The Committee approve the minutes of the meeting held on 10th September 2019 as a true and accurate record.	
CFC19/12/005	**Committee Action Log** The Committee reviewed the Action Log and noted the following update: **CFC 19/09/001:** The Executive Nurse Director (END) advised the Committee that a paper was taken to the Trustee which looked at dormant funds that had not been used for 12 – 18 months and requested that the funds to be moved into general reserves. The Trustee accepted the Charity financial position was a cause for concern however work needed to be undertaken that included a communication plan to fund holders to explain the situation and relay appropriate messages. It was agreed that the Director of Communications (DC) and END would meet to agree an appropriate message to be circulated. The END explained that the Trustee supported a recommendation that a policy be adopted which outlined that where funds were not utilised within 12 months then they would be moved into general funds. The Director of Corporate Governance (DCG) advised that an updated paper would be taken to the Trustee in January 2020. **The Committee Resolved that:** (a) The updated Action Log be noted.	
CFC19/12/006	**New Charitable Funds Bid Application Template** The DCG introduced the report and explained that the template was developed to aid the Committee with approving bids in line with Charity objectives. It was explained that although the application form could appear lengthy, four of the questions are required so that the Charity can demonstrate that Charitable objectives are met. The other questions are those requested by the Committee to ensure that the correct processes are followed when funds are applied for. The DCG added that the application form would be welcomed from an audit perspective. After Committee discussion it was agreed that the following would be added to the application form:	

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	• Guidance note • Confirmation of total amount requested at the top of the form • Statement included at the bottom of the form, which reiterated that bid authors would need to produce an outcome report for the Committee as and when required; and • The question 'Could funding from the Endowment Fund also support this bid?' **Resolved that:** Subject to the amendments outlined above, (a) The Committee approved the New Charitable Funds Bid Application Template.	
CFC 19/12/007	**Annual Accounts** The Deputy Finance Director (DFD) advised the Committee that the audited accounts were still under development. One minor issue had been found during the audit, where expenditure had been submitted in the wrong period, however, this would be addressed. The DFD added that the final version of the audited accounts would be submitted to the Trustee for information in January 2020. **The Committee Resolved that:** (a) The Committee noted the annual accounts.	**CL**
CFC19/12/008	**Sustainable Staffing** The DC introduced the paper and confirmed that it detailed three positions that supported the development of the Charity. The END requested that details of the two financial positions that were supported by the Charity are included within the paper. The END advised that full clarity had not yet been gained and positions were not yet aligned with the strategy, therefore, asked the Committee to consider funding the positions until April 2020 and communicate back to the individuals that a final decision would be made by April 2020. The END added that the Committee needed to ensure that the correct structure and career progression was in place for individuals within the Charity. The DCG advised the Committee that all staff are employed by the UHB, seconded into the Charity and confirmed that the annual costs of the positions were already included in the financial plans, therefore there would be no implications or added pressure to finances if this decision was supported. The DFD advised the Committee that income had decreased this year, and suggested that proportionate charges should be made across all funds, not	

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	the whole salary be funded from general purposes. After some discussion, the CC confirmed that the Committee supported the ongoing funding until the end of the financial year and recognised the need for a final decision on the permanent posts be made by the end of January 2020. The DC explained that the staff members outlined in the paper had uncertainty over their positions for the past 12 months therefore the message would be difficult for the staff, however if it was the decision of the Committee, it would be relayed appropriately. **The Committee Resolved that:** (a) The Committee agreed to support the ongoing funding until the end of the financial year; and (b) The Committee agreed to make a final decision on the permanent posts by the end of January 2020	
CFC19/12/009	**Endowment Order** The DFD introduced the paper and confirmed that The Neonatal Intensive Care Unit wish to purchase twenty (20) Symphony Breast pumps, with stands and protective cases for use on the Unit. The purchase will allow the Unit to provide breast pumps at every cot space, to facilitate expressing of baby milk for every mum, next to their baby. This will help to encourage and increase the Unit's rate of breast feeding which is known to be beneficial for all sick or premature babies. The whole cost will be met entirely from existing Funds, following a donation received from the SCIPS charity. **The Committee Resolved that:** (a) The Committee approve the purchase of the twenty breast pumps with stands and cases, for a one-off cost of £30,018, using money currently held on Fund 9116 Child Health Neonatal Intensive Care.	
CFC19/12/010	**Health Charity Financial Position** The DFD introduced the paper and it was taken as read. The CC queried the assets contained within Rookwood and whether these would come to the Charity when the property was sold? The DFD confirmed that the funds would come to the Charity as restricted funds. **The Committee Resolved that:** (a) The Committee note the Health Charity Financial Position.	

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CFC19/12/011	**Charitable Funds Final Internal Audit Report** The Committee were advised that Reasonable Assurance had been received following an Internal Audit and that the report had also been through Audit Committee. Outlined within the audit was one recommendation of high importance, the treatment of dormant funds. Based on this information, Internal Audit have been advised that dormant funds would be addressed by the Committee and Trustee. The HAHC explained that the Senior Fundraising Officer (SFO) and Chair of the Staff Lottery Bids Panel (CSLBP) had previously met with all Directors of Operations to explain the use of Endowment Funds and this would be arranged again in the future. The Committee Vice Chair (CVC) requested that the Trustee be advised of the recommendation by Internal Audit when an updated report is taken in January 2020. **The Committee Resolved that:** (a) The Committee noted the Charitable Funds Final Internal Audit Report.	**CL**
CFC19/12/012	**Investment Manager Update** The DFD advised the Committee that the Investment Portfolio had gone out to tender and feedback had been provided to all suppliers who had put themselves forward. The scoring process was challenged therefore, two independent bodies came in to re score. These bodies also produced different outcomes, therefore the tender has gone back out to suppliers. The CVC asked if learning had been taken from the independent scoring? In response, the DFD confirmed that learning had been taken on board, and the UHB scoring criteria had been revised. The END requested that the Trustee be briefed on this challenge at the meeting in January 2020. **The Committee Resolved that:** (a) The Committee noted the interim arrangement of investment funds until a new tender is agreed.	**CL**
CFC19/12/013	**Fundraising Report** The HAHC introduced the report and confirmed the following; • Staff Lottery had increased, as well as applications for bids. • Prop Blue Tie Ball had raised a profit of over £12,000.00 for the Prop Appeal Fund; and	

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	• Breast Centre Ball was a very well attended, successful event. All profit made will go into the Breast Centre Appeal Fund The END explained that the Breast Centre story within the report was an excellent example of patient outcomes, therefore, requested it be presented at the Trustee meeting in January 2020. The END explained that better communication was required around the number of appeals that sat within the charity, eg, Make it Better Fund, Our Orchard, Endowment Funds. **The Committee Resolved that:** (a) The Committee noted the Fundraising Report.	**SJ** **JB**
CFC19/12/014	**Patrons Process** The HAHC introduced the paper and it was taken as read. The DCG reminded the Committee that Patrons hold no legal responsibility and are not held to account for any decisions made. The Assistant Director of Patient Safety (ADPS) advised the Committee that Patrons are not allowed to visit any Cardiff & Vale sites unaccompanied. After Committee discussion, it was agreed that a memorandum of understanding needed to be drawn up and signed by Patrons and it was confirmed that patrons needed to be signed off by the Trustee. **The Committee Resolved that:** Subject to the amendments outlined above, (a) The Committee approved the Patrons Process.	

CFC19/12/015	**Staff Lottery Bids Panel Report** The Chair of the Staff Lottery Bids Panel (CSLBP) introduced the report and advised the Committee there had been a significant increase in bids which has resulted in positive staff morale. The HAHC added that other Health Boards were approaching the UHB to find out what makes the Staff Lottery successful. The DCG queried the purpose of Chairs Action detailed in the report? In response, the CSLBP confirmed that due to restrictions with timing, some bids required Chairs Action. It was confirmed that the DFD and Senior Hospital General Manager (SHGM) were briefed on the bids prior to agreed Chairs Action, the bids will then be taken to the next Bids Panel Meeting for endorsement. The DCG advised that Chairs Action should be kept to a minimum for audit and assurance purposes. **The Committee Resolved that:**	

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	(a) The Committee noted the Staff Lottery Bids Panel Report.	
CFC19/12/016	**Bid Success Report** The HAHC reviewed the Bid Success Report. **The Committee Resolved that:** (a) The Committee noted the Bid Success Report.	
CFC19/12/017

Action Log
Following Charitable Funds Committee Meeting
10th December 2019

MINUTE REF	SUBJECT	AGREED ACTION	COMPLETION DEADLINE	LEAD	STATUS
Actions Completed					
CFC19/09/001	Bid Submission	Bid authors be advised when bids could be re-submitted to the Committee for consideration	10/12/2019	Laura Tolley	**Complete:** Advised Bids could be brought for consideration at the May meeting.
CFC 19/12/007	Annual Accounts	Final version of the audited accounts to be submitted to the Trustee for information in January 2020.	14th January 2020	Chris Lewis	**Complete:** Taken to the Charity Trustee in January 2020
CFC 19/12/011	Charitable Funds Internal Audit Report	Charity Trustee to be advised of Internal Audit Recommendation	14th January 2020	Chris Lewis	**Complete:** Taken to the Charity Trustee in January 2020
Actions In Progress					
CFC19/09/007	Food Sense Wales – Report on Project Success	A six monthly report be brought to the Committee for information	05/05/2020	Fiona Jenkins	To be brought to the May 2020 meeting
CFC19/09/010	Endowment Order	A report outlining the expenditure plan over 12 months would be brought to the Committee for information at a future meeting.	17/03/2019	Alun Williams	To be brought to the May 2020 meeting
CFC19/09/016	Horatio's Garden	An update report be brought to the Committee in 6 months' time	17/03/2020	Simone Joslyn	On agenda for March Meeting *(agenda item 3.3)*
Actions referred to committees of the Board					

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MINUTE REF	SUBJECT	AGREED ACTION	COMPLETION DEADLINE	LEAD	STATUS
CFC19/06/011	Staff Benefits Group – Terms of Reference	The Terms of Reference of the Staff Benefits Group be referred to the Charity Trustee for consideration.	05/05/2020	Nicola Foreman	To be taken to the Charity Trustee in May 2020
CFC19/09/012	Annual Report 2018/19	The Annual Report be sent to the Charity Trustee for approval before circulation.	05/05/2020	Nicola Foreman / Joanne Brandon	To be taken to the Charity Trustee in May 2020
CFC19/09/013	Health Charity Strategy 2019-24	The Health Charity Strategy 2019-2025 be submitted to the Charity Trustee for approval before publication	05/05/2020	Nicola Foreman / Joanne Brandon	To be taken to the Charity Trustee in May 2020
CFC 19/12/012	Investment Manager Update	Charity Trustee to be briefed on the Investment Manager tender challenges.	May 2020	Chris Lewis	To be taken to the Charity Trustee in May 2020
CFC 19/12/013	Fundraising Report	Breast Centre Story be presented at the Trustee Meeting in May 2020.	May 2020	Simone Joslyn	To be taken to the Charity Trustee in May 2020
CFC 19/12/013	Fundraising Report	Increased communication required regarding the number of appeals sat within the charity portfolio.	Ongoing	Joanne Brandon	Ongoing

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Report Title:	Review of Delegated Charitable Funds to Increase General Reserves						
Meeting:	Charitable Funds Committee					Meeting Date:	17th March 2020
Status:	For Discussion	x	For Assurance		For Approval	x	For Information
Lead Executive:	Executive Nurse Director						
Report Author (Title):	Deputy Director of Finance						

Background and current situation:

The structure of the Charity has been in place since its inception being largely transferred from the arrangements that were in place for the Cardiff and Vale Trust Charity.

The Charity is structured around undelegated and delegated funds where financial responsibility has been delegated to named fund holders and Heads of Service. The number of funds fluctuates as delegated funds get closed (e.g. when the funds are fully spent) and new funds get established (e.g. new legacies and appeals).

The funds are designated as follows:

Restricted funds: those funds used for specific purposes where there is unequivocal restriction imposed by the donor known as a 'trust'. They do not arise from a 'desire, wish or recommendation' that the trustee will use in a certain way.

Unrestricted funds: those funds which are given to the charity without any unequivocal restrictions imposed by the donor. These funds may be designated for a specific purpose where donors have expressed a preference without imposing a 'trust'. **These are the funds of the charity that may be spent at the discretion of the Trustee. Designated funds remain unrestricted as the trustee can remove the designation at any time.**

Endowment funds: These funds arise when the donor has expressly provided that the capital remains unspent and only the investment income is spent.

The current financial structure as at the end of October 2019 is summarized below:

Financial Structure of Charitable Funds

Restricted Funds £'000	Unrestricted Funds £'000	Endowment Funds £'000	Total Funds £'000	Rookwood (Fixed Asset) £'000	Investment Gains £'000	Total Value £'000
2,042	5,513	40	7,595	2,503	179	10,277

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Number of Funds

Restricted Funds	Unrestricted Funds	Endowment Funds	Total Funds
30	262	3	295

A detailed analysis of these funds is shown in Appendix 1.

The Cardiff and Vale Health Charity has recently approved a number of high value funding requests against its general reserves. This has resulted in significantly reducing the scope of approving further expenditure without over committing the funds available. This paper reviews the delegated funds within the charity and gives options to increase the amount held in general reserves in order to provide additional spending flexibility for the CFC and the Trustee.

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

The charity has made significant commitments against its reserves which has reduced its ability to support future initiatives. In the short term this can only be addressed by restructuring the operation of unrestricted funds. A list of options is presented in this paper, and the one recommended is seen to be the most practical. It is advised that if this is approved, that this should be sensitively introduced to avoid any unintended consequences.

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

Within these funds that make up the charity, there are a number (delegated and undelegated) that are either specifically designated as general reserves or could be considered as general reserves. The value of these are set out below.

Analysis of General Reserves

Restricted Funds £'000	Unrestricted Funds £'000	Endowment Funds £'000	Total Funds £'000	Rookwood (Fixed Asset) £'000	Investment Gains £'000	Total Value £'000
234	1,479	0	1,713	0	179	1,892

An analysis of these is set out in Appendix 2.

Against these general reserves the Charity has approved a number of bids which has resulted in significant financial commitments. These are assessed at being circa £1.532m and these are set out in Appendix 3.

This means that the resulting balance available in general reserves is circa £0.360m. It is important to note that the general reserves include investment gains and losses and therefore can fluctuate up and down without any changes to donations or expenditure.

The balance available in general reserves, after accounting for commitments, does not give the charity much flexibility to approve further expenditure. The delegated funds have been reviewed in order provide options to increase the value held in general reserves.

As set out earlier all unrestricted funds can be spent at the discretion of the Trustee. This includes those funds that are delegated and designated. Whilst the Trustee is entitled to utilize

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all unrestricted funds, it must be recognised that drawing funds back to central reserves is likely to be met with resistance, especially from those delegated fund holders who generate income and properly manage their charitable funds. Most delegated funds are being actively managed in terms of either receiving donations or spending on their intended purpose.

There are however a number of unrestricted funds that have been inactive for some time and can be considered as dormant. A summary of delegated unrestricted funds that have been dormant since March 2018 are summarized in the following table and detailed in Appendix 4.

Summary of Dormant Unrestricted Funds

	Number	Value £'000
Dormant Since March 2018	36	309
Dormant Before March 2018	37	261
Total Dormant over 19 months	73	570

The Charitable Funds Committee have been asked to provide the Trustee with a way forward to allow some of the delegated funds to be released to the central reserve to allow the Charitable Fund Committee the flexibility required to approve further bids from charitable funds to undertake its core function and support patients and staff via the utilization of funds. The Feasible options available are :-

1. Do nothing
2. Implement a policy that any unrestricted funds that have been dormant for a full financial year are transferred to general reserves.
3. Implement a policy that any unrestricted funds that have been dormant for two full financial year are transferred to general reserves.
4. Review each individual unrestricted dormant account against a set of criteria to establish which funds could be pulled into a central reserve.
5. Centralise all unrestricted endowment funds.

In light of the potential impact of these options on the day to day management and reputation of the organization this paper the following is proposed:

- Option 3 be adopted as this is seen to be a reasonable approach and those funds that have been dormant since March 2018 will also shortly fall into this category;
- It should be noted however that whilst these funds have been dormant for some time, this action could still be met with a degree of resistance. It is important therefore that this is sensitively implemented to avoid unintended consequences.

If the recommendation is approved, it is proposed that

- The Charitable Funds Financial Control Procedure is updated to reflect the recommendation;
- The charity informs all fundholders and Heads of Service of the agreed policy on unrestricted dormant funds and forwards a copy of the updated Financial Control Procedure;
- The charity contacts those fundholders and Heads of Service who are effected to inform them that this policy will come into force unless they submit an expenditure plan by a set date;
- The policy is applied to unrestricted dormant funds and the financial impact on general reserves is shared with the Charitable Funds Committee so that they can plan

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accordingly.

In addition, there are a few restricted funds that have also been dormant since March 2018. These are summarized below and detailed in Appendix 5.

Summary of Dormant Restricted Funds

	Number	Value £'000
Dormant Since March 2018	3	60
Dormant Before March 2018	4	40
Total Dormant over 19 months	7	100

As there are restrictions around these funds, the first should not be centralised but the fund holders should be requested to submit expenditure plans so that they can be utilized in accordance with the donors intended purpose.

Recommendation:

The Charitable Funds Committee is asked to:

- **APPROVE** the implementation of a policy that any unrestricted funds that have been dormant for two full financial year are transferred to general reserves.
- **APPROVE** the implementation plan around this revised policy;
- **APPROVE** that all restricted fund holders that have dormant funds be requested for expenditure plans;
- **APPROVE** the consolidation of all funds that are deemed to be general reserves.

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

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

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Appendix 1

Cardiff and Vale Health Charity – Analysis of Funds as at end of October 2019

FUND NAME	FUND NO	CHARITY	FUNDHOLDER	HEAD OF DEL/SERV	CLINICAL BOARD	MONTH 7
GENETICS SERVICE & EDUCATION (UHW 6726)	9542	UR	KAREN BAILEY	CLIVE MORGAN	ALLWALES GENOMICS	(8,938.89)
CHILD HEALTH COMMUNITIES	9104	UR	ROSEMARIE WHITTLE	SCOTT McLEAN	CHILDREN & WOMEN	(2,172.38)
MULTICULTURAL HEALTH (COMM 6210)	9107	UR	BEVERLEY THOMAS	SCOTT McLEAN	CHILDREN & WOMEN	(472.66)
CHILD HEALTH GASTRO & NUTRITION	9108	UR	DR HUW JENKINS	SCOTT McLEAN	CHILDREN & WOMEN	(3,970.43)
CHILD HEALTH GENERAL PAEDIATRICS	9109	UR	HEATHER HANCOCK	SCOTT McLEAN	CHILDREN & WOMEN	(3,937.19)
MIDWIFERY EDUCATION (UHW 6420)	9110	UR	CHERYL EVANS	SCOTT McLEAN	CHILDREN & WOMEN	(3,648.34)
IDRIS (UHW 6427)	9111	UR	RAJESH KRISHNAN	SCOTT McLEAN	CHILDREN & WOMEN	(1,913.02)
CHILD DEVELOPMENT (UHW 6433)	9113	UR	JENNY HUNT	SCOTT McLEAN	CHILDREN & WOMEN	(4,140.81)
OBS & GYNAE GENERAL PURPOSE	9114	UR	CHERYL EVANS	SCOTT McLEAN	CHILDREN & WOMEN	(16,529.99)
CHILD HEALTH NICU	9116	UR	MARY GLOVER	SCOTT McLEAN	CHILDREN & WOMEN	(92,229.50)
CHILD NEUROLOGY (UHW 6498)	9120	UR	DR FRANCES GIBBON	SCOTT McLEAN	CHILDREN & WOMEN	(23,915.39)
ADVANCED PAED LIFE SUPP(UHW 6810)	9127	UR	DR DIRK WILSON	SCOTT McLEAN	CHILDREN & WOMEN	(3,228.49)
BELLETT LEGACY - CHILD HEALTH NICU	9133	UR	MARY GLOVER	SCOTT McLEAN	CHILDREN & WOMEN	(4,328.45)
EDWARDS LEGACY - NICU	9134	UR	MARY GLOVER	SCOTT McLEAN	CHILDREN & WOMEN	(7,847.61)
PAEDIATRIC ONCOLOGY T1041 (01045)	9137	UR	CATHY MORLEY-JACOB	SCOTT McLEAN	CHILDREN & WOMEN	(11,092.53)
PAEDIATRIC METABOLIC DISEASE (UHW 6739)	9173	UR	DR GRAHAM SHORTLAND	SCOTT McLEAN	CHILDREN & WOMEN	(4,217.10)
CHILD HEALTH THERAPIES	9198	UR	ROSEMARIE WHITTLE	SCOTT McLEAN	CHILDREN & WOMEN	(5,216.71)
PAEDIATRIC CYSTIC FIBROSIS	9222	UR	IOLO DOULL	SCOTT McLEAN	CHILDREN & WOMEN	(49,240.77)
CHILD PSYCHOLOGY LLAN T1080 (01088)	9313	UR	ROSEMARIE WHITTLE	SCOTT McLEAN	CHILDREN & WOMEN	(4,674.02)
CHILD HEALTH CARDIAC	9358	UR	DR DIRK WILSON	SCOTT McLEAN	CHILDREN & WOMEN	(19,887.57)
CHILD HEALTH PLAY FUND	9359	UR	SUSAN REARDON	SCOTT McLEAN	CHILDREN & WOMEN	(8,400.81)
CHILD HEALTH RENAL	9375	UR	SHIVARAM HEGDE	SCOTT McLEAN	CHILDREN & WOMEN	(30,676.63)
CHILD HEART INV LOUIE STOKES FUND	9405	UR	DR DIRK WILSON	SCOTT McLEAN	CHILDREN & WOMEN	(13,553.10)
PAEDS CARDIAC LUKE JENKINS FUND	9410	UR	DR DIRK WILSON	SCOTT McLEAN	CHILDREN & WOMEN	(8,334.88)
CHILDREN'S CENTRE LLANDOUGH	9418	UR	HEATHER HANCOCK	SCOTT McLEAN	CHILDREN & WOMEN	(9,564.94)
M.ALLEN LEGACY LLAN	9436	UR	DR DAVID TUTHILL	SCOTT McLEAN	CHILDREN & WOMEN	(8,527.87)
UNDERWOOD LEGACY - CHILD NEUROLOGY	9450	UR	DR FRANCES GIBBON	SCOTT McLEAN	CHILDREN & WOMEN	(5,294.03)
LANE LEGACY - CHILDRENS HOSPITAL	9464	UR	HEATHER HANCOCK	SCOTT McLEAN	CHILDREN & WOMEN	(35,389.16)
PAEDIATRIC INTENSIVE CARE (UHW 6729)	9531	UR	MICHELLE JARDINE	SCOTT McLEAN	CHILDREN & WOMEN	(24,899.22)

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CHILDRENS UNIT RICHARDS LEGACY	9562	UR	HEATHER HANCOCK	SCOTT McLEAN	CHILDREN & WOMEN	(6,567.66)
SARC GENERAL PURPOSE	9626	UR	CHERYL EVANS	SCOTT McLEAN	CHILDREN & WOMEN	(1,597.76)
CORBETT LEGACY - CHILD LEUKAEMIA	9636	UR	MARY GLOVER	SCOTT McLEAN	CHILDREN & WOMEN	(568.76)
NEONATAL EDUCATION	9669	UR	MARY GLOVER	SCOTT McLEAN	CHILDREN & WOMEN	(1,330.43)
CHILDRENS HOSPITAL GEN PURP	9676	UR	HEATHER HANCOCK	SCOTT McLEAN	CHILDREN & WOMEN	(6,829.47)
PAEDIATRIC DIABETES	9703	UR	RACHEL HARRIS	SCOTT McLEAN	CHILDREN & WOMEN	(3,002.74)
STARLIGHT EXPRESS LLAN T1093 (01101)	9751	UR	SUSAN REARDON	SCOTT McLEAN	CHILDREN & WOMEN	(2,716.09)
UK INTERSTITIAL LUNG PATH LLAN T1154	9197	UR	VACANT	MATTHEW TEMBY	CLIN DIAGS & THER	(6,954.47)
OCCUPATIONAL THERAPY	9200	UR	JULIE MEARS	MATTHEW TEMBY	CLIN DIAGS & THER	(420.21)
RADIOLOGY(UHW 6430)	9201	UR	ANDREW WOOD	MATTHEW TEMBY	CLIN DIAGS & THER	(8,910.21)
PHARMACY DEVELOPMENT(UHW 6710)	9202	UR	MR. DARRELL BAKER	MATTHEW TEMBY	CLIN DIAGS & THER	(22,135.01)
PHYSIOTHERAPY (UHW 6736)	9205	UR	EMMA COOKE	MATTHEW TEMBY	CLIN DIAGS & THER	(26,561.41)
POISONS UNIT LLAN T1008 (01008)	9208	UR	JAMES COULSON	MATTHEW TEMBY	CLIN DIAGS & THER	(1,636.47)
MED BIOCHEM RES LLAN T1037 (01041)	9217	UR	DEV DATTA	MATTHEW TEMBY	CLIN DIAGS & THER	(8,094.50)
LABORATORY CYTOLOGY LLAN T1140 (01148)	9223	UR	TERESA RUSSELL	MATTHEW TEMBY	CLIN DIAGS & THER	(219.73)
R.LEAKER LLAN T1129 (01130)	9346	UR	JAMES COULSON	MATTHEW TEMBY	CLIN DIAGS & THER	(122.47)
TUMOUR PATHOLOGY DEV (LLAN T1155)	9352	UR	DR RICHARD ATTANOOS	MATTHEW TEMBY	CLIN DIAGS & THER	(28,201.20)
BIO-ENG DEVELOPMENT (UHW 6322)	9361	UR	ANTHONY POWELL	MATTHEW TEMBY	CLIN DIAGS & THER	(388.29)
MED BIO CHEM DEV (UHW 6326)	9365	UR	DR MICHAEL BADMINTON	MATTHEW TEMBY	CLIN DIAGS & THER	(5,187.81)
AGFA GAEVART SCHOLARSHIP(UHW 6481)	9525	UR	ANDREW WOOD	MATTHEW TEMBY	CLIN DIAGS & THER	(2,791.00)
DENTAL GENERAL FUND (60001)	9316	UR	HAYLEY DIXON	IVOR CHESTNUTT	DENTAL HOSPITAL	(1,998.33)
DENTAL TRAINING RES & EDUCATION	9320	UR	HAYLEY DIXON	IVOR CHESTNUTT	DENTAL HOSPITAL	(1,460.77)
CLINICAL RESEARCH FACILITY	9139	UR	JESSIE POWELL	STUART WALKER	EXECUTIVES	(1,088.73)
ANGLICAN FREE CHURCH CHAPLAINCY(UHW 6748)	9206	UR	ANGELA HUGHES	RUTH WALKER	EXECUTIVES	(6,993.79)
LLANDOUGH NURSES	9330	UR	AS PER FUND LIST	RUTH WALKER	EXECUTIVES	(42,891.64)
PATIENTS GENERAL LLAN T1012 (01013)	9333	UR	SUZANNE WHITE	PETER WELSH	EXECUTIVES	(25,104.51)
LLAN NURSES AMEN LLAN T1014 (01015)	9334	UR	SUZANNE WHITE	PETER WELSH	EXECUTIVES	(1,233.93)
TEDDY BEAR TRUST NURSERY (UHW 6352)	9376	UR	SUZANNE WHITE	JULIE CASSLEY	EXECUTIVES	(1,811.11)
TEDDY BEAR TRUST NURSERY LLAN	9398	UR	SUZANNE WHITE	JULIE CASSLEY	EXECUTIVES	(1,647.07)
BOWEN LEGACY - GENERAL CANCER	9474	UR	STUART WALKER	STUART WALKER	EXECUTIVES	(12,838.09)
UHW LEGACIES GENERAL PURPOSE	9476	UR	MR CHRIS LEWIS	CHRIS LEWIS	EXECUTIVES	(35,278.68)
OUR ORCHARD PROJECT	9480	UR	LUCIE BARRETT	CHRIS LEWIS	EXECUTIVES	(54,823.37)
WRIGHT LEGACY - UHW PATIENTS GENERAL	9487	UR	PETER WELSH	CHRIS LEWIS	EXECUTIVES	(124,032.71)
MAKE IT BETTER FUND	9490	UR	LUCIE BARRETT	JO BRANDON	EXECUTIVES	(68,077.60)
LLANDOUGH LEGACIES GENERAL PURPOSE	9492	UR	PETER WELSH	CHRIS LEWIS	EXECUTIVES	(7,336.13)
HOSPITAL INFECTION RES (UHW 6745)	9534	UR	YVONNE HYDE	RUTH WALKER	EXECUTIVES	(816.11)

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UHW GENERAL - TRESEDER LEGACY	9579	UR	CHRIS LEWIS	CHRIS LEWIS	EXECUTIVES	(418.20)
UHW MEDICAL RESEARCH LOTT LEGACY	9597	UR	STUART WALKER	STUART WALKER	EXECUTIVES	(30,747.22)
UHW NURSES(6425)	9600	UR	AS PER FUND LIST	JASON ROBERTS	EXECUTIVES	(272,960.57)
UHW WRVS DONATIONS (6460)	9601	UR	ANGELA HUGHES	JASON ROBERTS	EXECUTIVES	(17,695.08)
EDITH RAY (UHW 6470)	9602	UR	ANGELA HUGHES	JASON ROBERTS	EXECUTIVES	(7,445.05)
CHILDRENS CANCER CARE AFRICA	9672	UR	LUCIE BARRETT	JO BRANDON	EXECUTIVES	(6,448.40)
CARDIFF POST-GRADUATE MED CENTRE	9683	UR	DR BENJAMIN HOPE-GILL	STUART WALKER	EXECUTIVES	(2,679.47)
REED LEGACY - CAV GENERAL PURPOSE	9696	UR	PETER WELSH	CHRIS LEWIS	EXECUTIVES	(44,153.06)
FOOD SENSE WALES	9704	UR	TOM PORTER	FIONA KINGHORN	EXECUTIVES	(66,246.20)
BARRY HOSPITAL GENERAL PURPOSE	9705	UR	SIMONE JOSLYN	PETER WELSH	EXECUTIVES	(77,261.10)
ULHB ARTS PROGRAMME	9712	UR	SIMONE JOSLYN	JO BRANDON	EXECUTIVES	(26,880.07)
CHILDRENS EMERGENCY UNIT(UHW 6751)	9124	UR	ZOE ROBERTS	GERALDINE JOHNSTON	MEDICINE	(3,904.25)
ST DAVIDS REHAB UNIT	9150	UR	HANNAH MASTAFA	GERALDINE JOHNSTON	MEDICINE	(4,852.89)
ELIZABETH WARD WEST WING(6217)	9152	UR	HANNAH MASTAFA	GERALDINE JOHNSTON	MEDICINE	(1,170.49)
GERIATRIC RESEARCH (UHW 6336)	9153	UR	HAMSARAJ SHETTY	GERALDINE JOHNSTON	MEDICINE	(132,776.03)
INFECTIOUS DISEASES (UHW 6499)	9162	UR	DR ANDREW FREEDMAN	GERALDINE JOHNSTON	MEDICINE	(249.68)
DIABETES RESEARCH (UHW 6717)	9166	UR	DR ALED ROBERTS	GERALDINE JOHNSTON	MEDICINE	(6,427.47)
JOINT DIABETES DEV (UHW 6718)	9167	UR	DR ALED ROBERTS	GERALDINE JOHNSTON	MEDICINE	(19,825.61)
NEUROCARDIOVASCULAR UNIT (UHW 6727)	9170	UR	DR KARL DAVIS	GERALDINE JOHNSTON	MEDICINE	(7,573.72)
DERMATOLOGY (UHW 6743)	9174	UR	MMU CHOWDHURY	GERALDINE JOHNSTON	MEDICINE	(3,518.14)
CARDIFF STROKE RES (UHW 6752)	9176	UR	HAMSARAJ SHETTY	GERALDINE JOHNSTON	MEDICINE	(11.35)
C F & CHEST DIS LLAN T1006 (01006)	9179	UR	IAN CAMPBELL	GERALDINE JOHNSTON	MEDICINE	(2,988.57)
CYSTIC FIBROSIS CYMRU FUND T1046 (01051)	9184	UR	DR IAN KETCHELL	GERALDINE JOHNSTON	MEDICINE	(50,098.31)
CARE OF THE ELD LLAN T1061 (01069)	9186	UR	HANNAH MASTAFA	GERALDINE JOHNSTON	MEDICINE	(967.32)
DEPT MEETINGS FUND LLAN T1070 (01078)	9188	UR	VACANT	GERALDINE JOHNSTON	MEDICINE	(127.54)
PULMONARY REHAB T1094 (01102)	9191	UR	DR RAMSEY SABIT	GERALDINE JOHNSTON	MEDICINE	(18,546.46)
STROKE UNIT E3 T1099 (01107)	9193	UR	HANNAH MASTAFA	GERALDINE JOHNSTON	MEDICINE	(22,759.55)
GENERAL RESPIRATORY FUND	9195	UR	DR DIANE PARRY	GERALDINE JOHNSTON	MEDICINE	(5,879.76)
GENERAL PURPOSE MEDICINE	9216	UR	DR DIANE PARRY	GERALDINE JOHNSTON	MEDICINE	(691.77)
NUTRITION LLAN T1096 (01104)	9253	UR	DR GILLIAN SWIFT	GERALDINE JOHNSTON	MEDICINE	(688.14)
EMERGENCY LLAN T1131 (01132)	9348	UR	JULIA EVANS	GERALDINE JOHNSTON	MEDICINE	(1,168.29)
WARD EAST 5 AMENITIES (E4)	9354	UR	DANIEL STAMP	GERALDINE JOHNSTON	MEDICINE	(757.76)
DIPLOMA GERIATRIC MEDICINE (UHW 6267)	9360	UR	DR JOSEPH GREY	GERALDINE JOHNSTON	MEDICINE	(39,758.04)
EMERGENCY UNIT ED& G.P. (UHW 6339)	9371	UR	RUTH DONOVAN	GERALDINE JOHNSTON	MEDICINE	(4,837.66)
CRI WEST WING GENERAL PURPOSE (UHW 6344)	9372	UR	HANNAH MASTAFA	GERALDINE JOHNSTON	MEDICINE	(80.08)
999 FUND (UHW 6801)	9385	UR	RUTH DONOVAN	GERALDINE JOHNSTON	MEDICINE	(2,334.73)

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LLANDOUGH HEART FAILURE	9397	UR	DR JOSEPH GREY	GERALDINE JOHNSTON	MEDICINE	(9,686.80)
DIABETES CARE LLANDOUGH	9399	UR	DR LINDSAY GEORGE	GERALDINE JOHNSTON	MEDICINE	(273.99)
RHEUMATOLOGY NURSE UHW	9401	UR	DR SHARON JONES	GERALDINE JOHNSTON	MEDICINE	(37,282.46)
BARRY REHABILITATION	9402	UR	HANNAH MASTAFA	GERALDINE JOHNSTON	MEDICINE	(1,704.52)
PROGRAMME DIRECTORS - GERIATRIC	9416	UR	DR RHIAN MORSE	GERALDINE JOHNSTON	MEDICINE	(14,055.02)
LUNG CANCER CHEMOTHERAPY	9419	UR	JANE MURPHY	GERALDINE JOHNSTON	MEDICINE	(20,389.46)
HARBER LEGACY BECK LLAN	9424	UR	DR LINDSAY GEORGE	GERALDINE JOHNSTON	MEDICINE	(704.24)
SMOKING CESSATION	9427	UR	KATIE PINK	GERALDINE JOHNSTON	MEDICINE	(1,628.28)
TOWNS LEGACY DR TINKER	9430	UR	DR SUSAN WHITE	GERALDINE JOHNSTON	MEDICINE	(151.96)
L GEORGE-DIABETES	9437	UR	DR LINDSAY GEORGE	GERALDINE JOHNSTON	MEDICINE	(5,363.58)
RHEUMATOLOGY	9441	UR	DR JEREMY CAMILLERI	GERALDINE JOHNSTON	MEDICINE	(780.68)
RHEUMATOLOGY ED & EQUIP	9443	UR	DR JEREMY CAMILLERI	GERALDINE JOHNSTON	MEDICINE	(13,057.81)
PARKINSONS DISEASE CLINIC	9444	UR	TRACY WILLIAMS	GERALDINE JOHNSTON	MEDICINE	(7,719.42)
HANN LEGACY - ASTHMA	9465	UR	DR RAMSEY SABIT	GERALDINE JOHNSTON	MEDICINE	(48,688.62)
TAYLOR LEGACY - CYSTIC FIBROSIS UNIT	9469	UR	DR IAN KETCHELL	GERALDINE JOHNSTON	MEDICINE	(363.02)
GERRISH LEGACY - LLANDOUGH CHEST UNIT	9470	UR	DR BENJAMIN HOPE-GILL	GERALDINE JOHNSTON	MEDICINE	(36,708.74)
SAUNDERS LEGACY - LUNG RESEARCH	9471	UR	DR BENJAMIN HOPE-GILL	GERALDINE JOHNSTON	MEDICINE	(57,990.36)
BLOOD BORNE VIRUS TEAM	9483	UR	DR ANDREW FREEDMAN	GERALDINE JOHNSTON	MEDICINE	(2,868.56)
SEVERE ASTHMA SERVICE	9499	UR	KATIE PINK	GERALDINE JOHNSTON	MEDICINE	(3,352.66)
CHEST FUND LLAN T1019 (01021)	9501	UR	DR BENJAMIN HOPE-GILL	GERALDINE JOHNSTON	MEDICINE	(8,629.78)
LUNG RESEARCH LLAN T1026 (01029)	9504	UR	DR BENJAMIN HOPE-GILL	GERALDINE JOHNSTON	MEDICINE	(34,693.97)
SULLY ASTHMA RES LLAN T1053 (01059)	9510	UR	DR RAMSEY SABIT	GERALDINE JOHNSTON	MEDICINE	(1,817.59)
RES TEAM COTE LLAN T1075 (01083)	9513	UR	BENJAMIN JELLEY	GERALDINE JOHNSTON	MEDICINE	(32,274.16)
RESEARCH METHOD LLAN T1103 (01112)	9518	UR	BENJAMIN JELLEY	GERALDINE JOHNSTON	MEDICINE	(757.40)
GERONTOLOGY RESEARCH-MORSE (UHW 6753)	9536	UR	DR RHIAN MORSE	GERALDINE JOHNSTON	MEDICINE	(550.19)
DIABETES CARE (UHW 6730)	9543	UR	ALED ROBERTS	GERALDINE JOHNSTON	MEDICINE	(7,523.80)
ENDOSCOPY UNIT EDUCATION (UHW 6737)	9544	UR	CLARE TIBBATTS	GERALDINE JOHNSTON	MEDICINE	(47,530.45)
G I PRIZE FUND LLAN	9557	UR	DR GILLIAN SWIFT	GERALDINE JOHNSTON	MEDICINE	(118.51)
SAM DAVIES WARD - WILLIAMS	9570	UR	HANNAH MASTAFA	GERALDINE JOHNSTON	MEDICINE	(115.76)
LLANDOUGH CANCER - CARTER LEGACY	9575	UR	JANE MURPHY	GERALDINE JOHNSTON	MEDICINE	(2,095.01)
ENDOCRINE VASCULAR	9591	UR	DR JOHN DAVIES	GERALDINE JOHNSTON	MEDICINE	(3,964.03)
SLEEP & BREATHING	9595	UR	LOIS ATTEWELL	GERALDINE JOHNSTON	MEDICINE	(2,307.43)
PULMONARY PHYSIOLOGY	9596	UR	SIMON BARRY	GERALDINE JOHNSTON	MEDICINE	(207.67)
PROF SCANLON	9613	UR	ALED REES	GERALDINE JOHNSTON	MEDICINE	(4.49)
COLE LEGACY - DIABETES RESEARCH	9638	UR	DR LINDSAY GEORGE	GERALDINE JOHNSTON	MEDICINE	(28,178.54)
JONES LEGACY LUNG RESEARCH	9642	UR	DR BENJAMIN HOPE-GILL	GERALDINE JOHNSTON	MEDICINE	(44,264.35)

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INJURY MINIMISATION PROGRAMME	9702	UR	ZOE ROBERTS	GERALDINE JOHNSTON	MEDICINE	(2,453.40)
SADLER LEGACY RKWD JOHN PATHY DH	9798	UR	HANNAH MASTAFA	GERALDINE JOHNSTON	MEDICINE	(17,860.71)
RWD DAY HOSP ELDERLY (COMM 6258)	9801	UR	HANNAH MASTAFA	GERALDINE JOHNSTON	MEDICINE	(2,493.68)
RWD NURSES (COMM 6259) JPDH	9802	UR	HANNAH MASTAFA	GERALDINE JOHNSTON	MEDICINE	(1,048.02)
WEST 2 GERONOTLOGY GEN PURP	9808	UR	HANNAH MASTAFA	GERALDINE JOHNSTON	MEDICINE	(629.74)
PSYCHOLOGY GEN PURP	9259	UR	DR JANE BOYD	IAN WILE	MENTAL HEALTH	(2,635.66)
MH SERVICES FOR OLDER PEOPLE	9263	UR	JOANNE WILSON	IAN WILE	MENTAL HEALTH	(12,407.42)
ADDICTIONS GENERAL PURPOSE	9272	UR	NEIL JONES	IAN WILE	MENTAL HEALTH	(2,502.03)
POST TRAUMATIC STRESS	9307	UR	DR JONATHAN BISSON	IAN WILE	MENTAL HEALTH	(11,923.73)
ADULTS MH GEN PURP	9325	UR	MARK JONES	IAN WILE	MENTAL HEALTH	(6,776.42)
MENTAL HEALTH SOLACE	9482	UR	JOANNE WILSON	IAN WILE	MENTAL HEALTH	(4,535.95)
CRISIS RECOVERY UNIT	9497	UR	KIM THOMAS	IAN WILE	MENTAL HEALTH	(7,488.52)
GENERAL MANAGER MH GEN PURP	9609	UR	JAYNE TOTTLE	IAN WILE	MENTAL HEALTH	(1,196.39)
HAZEL WARD MH LLAN	9665	UR	MARK JONES	IAN WILE	MENTAL HEALTH	0.00
EAST 18 LLANDOUGH	9667	UR	JOANNE WILSON	IAN WILE	MENTAL HEALTH	(3,803.36)
DAFFODIL WARD MH LLAN	9670	UR	JOANNE WILSON	IAN WILE	MENTAL HEALTH	(5,415.58)
PRIMARY CARE GEN PURP (6128)	9102	UR	KAY JEYNES	LISA DUNSFORD	PRIMARY,COMMUNITY & MH MGMNT	(4,957.35)
CARDIFF & VALE PALLIATIVE CARE TEAM	9194	UR	ANTHONY BYRNE	LISA DUNSFORD	PRIMARY,COMMUNITY & MH MGMNT	(3,224.27)
INTEGRATED SEXUAL HEALTH	9370	UR	KAREN ELCOCK	LISA DUNSFORD	PRIMARY,COMMUNITY & MH MGMNT	(4,920.19)
DRSS CLINICAL EXCELLENCE LLAN T1152	9675	UR	VACANT	LISA DUNSFORD	PRIMARY,COMMUNITY & MH MGMNT	(5,128.89)
COMM SICKLE CELL (6601)	9121	UR	CLAIRE ROWNTREE	JESSICA CASTLE	SPECIALIST SERVICES	(2,248.53)
WILLIAMS LEGACY - CARDIOLOGY	9130	UR	PETER O'CALLAGHAN	JESSICA CASTLE	SPECIALIST SERVICES	(6,973.97)
NEUROPHYSIOLOGY(UHW 6423)	9154	UR	BENNY THOMAS	JESSICA CASTLE	SPECIALIST SERVICES	(7,005.46)
UHW HEART RESEARCH (GROVES 6435)	9156	UR	DR PETER GROVES	JESSICA CASTLE	SPECIALIST SERVICES	(1,913.98)
UHW CARDIAC RES/DEV (PENNY 6442)	9157	UR	PETER O'CALLAGHAN	JESSICA CASTLE	SPECIALIST SERVICES	(5,145.54)
UHW OUT PATIENT HAEMOPHILLIA (6443)	9158	UR	DR PETER COLLINS	JESSICA CASTLE	SPECIALIST SERVICES	(32,543.02)
CARDIOLOGY RESEARCH (UHW 6479)	9161	UR	DR ZAHEER YOUSEF	JESSICA CASTLE	SPECIALIST SERVICES	(43,476.89)
MEDICAL NEUROLOGY(UHW 6704)	9164	UR	DR THOMAS HUGHES	JESSICA CASTLE	SPECIALIST SERVICES	(2,762.27)
B4 NEUROSURGERY(UHW 6705)	9165	UR	JOHN MARTIN	JESSICA CASTLE	SPECIALIST SERVICES	(9,973.84)
MOTOR NEURONE/OTHER DISEASES (UHW 6720)	9168	UR	DR THOMAS HUGHES	JESSICA CASTLE	SPECIALIST SERVICES	(9,812.52)
CARDIAC RISK FACTOR CLINIC (UHW 6722)	9169	UR	DR ZAHEER YOUSEF	JESSICA CASTLE	SPECIALIST SERVICES	(1,853.50)
NEUROLOGY(UHW 6738)	9172	UR	DR PHILIP SMITH	JESSICA CASTLE	SPECIALIST SERVICES	(10,843.67)
INST NEPHROLOGY MAIN ACC. (UHW 6755)	9178	UR	ALED PHILLIPS	JESSICA CASTLE	SPECIALIST SERVICES	(42,156.35)
CARDIOLOGY G P LLAN T1040 (01044)	9182	UR	ANN EVANS	JESSICA CASTLE	SPECIALIST SERVICES	(1,116.54)
CORONARY CARE LLAN T1098 (01106)	9192	UR	DR ZAHEER YOUSEF	JESSICA CASTLE	SPECIALIST SERVICES	149.99

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IMMUNOLOGY (UHW 6725)	9204	UR	PAUL WILLIAMS	JESSICA CASTLE	SPECIALIST SERVICES	(39,622.52)
INTENSIVE CARE DONATIONS (UHW 6441)	9230	UR	MATT WISE	JESSICA CASTLE	SPECIALIST SERVICES	(7,242.07)
INTENSIVE CARE GIFT (UHW 6445)	9231	UR	MATT WISE	JESSICA CASTLE	SPECIALIST SERVICES	(19,485.08)
CLINICAL PSYCHOLOGY(UHW 6418)	9355	UR	CLAIRE WILSON	JESSICA CASTLE	SPECIALIST SERVICES	(931.00)
UHW CORONARY CARE UNIT (6455)	9357	UR	DR PETER GROVES	JESSICA CASTLE	SPECIALIST SERVICES	(8,220.16)
GENERAL RENAL	9383	UR	MAT DAVIES	JESSICA CASTLE	SPECIALIST SERVICES	(9,955.66)
WILLIAMS LEGACY PACEMAKER CARDIAC	9407	UR	ANDREW PENNEY	JESSICA CASTLE	SPECIALIST SERVICES	(43,232.80)
UHW NEUROLOGY WATTS LEGACY	9413	UR	DR THOMAS HUGHES	JESSICA CASTLE	SPECIALIST SERVICES	(2,497.02)
HAEMATOLOGY DAY UNIT	9420	UR	CLAIRE ROWNTREE	JESSICA CASTLE	SPECIALIST SERVICES	(114,847.31)
HOUSE LEGACY ALAC	9425	UR	KELLY MORGAN	JESSICA CASTLE	SPECIALIST SERVICES	(2,406.14)
CARDIAC CATHETERISATION THEATRES	9432	UR	ANNE (MARGARET) HILL	JESSICA CASTLE	SPECIALIST SERVICES	(526.00)
DANDO LEGACY - UHW OUTPATIENTS HAEMOPHILIA	9452	UR	JENNIFER PROCTOR	JESSICA CASTLE	SPECIALIST SERVICES	(4,686.29)
EMMANUEL LEGACY - CARDIAC SERVICES	9453	UR	PETER O'CALLAGHAN	JESSICA CASTLE	SPECIALIST SERVICES	(6,072.89)
CUTLER LEGACY - KIDNEY UNIT	9454	UR	MAT DAVIES	JESSICA CASTLE	SPECIALIST SERVICES	(5,779.03)
BRIXTON LEGACY - LEUKAEMIA & LYMPHOMA	9456	UR	CLARE ROWNTREE	JESSICA CASTLE	SPECIALIST SERVICES	(22,169.17)
HARRIES LEGACY - EPILEPSY UNIT	9462	UR	DR PHILIP SMITH	JESSICA CASTLE	SPECIALIST SERVICES	(10,407.27)
CHAWLA LEGACY - SPINAL INJURIES UNIT	9468	UR	DR SREEDHAR KOLLI	JESSICA CASTLE	SPECIALIST SERVICES	(6,387.30)
RYAN LEGACY - KIDNEY UNIT	9473	UR	MAT DAVIES	JESSICA CASTLE	SPECIALIST SERVICES	(7,189.32)
PARKER LEGACY - HAEMATOLOGY RESEARCH	9477	UR	CHRISTOPHER FEGAN	JESSICA CASTLE	SPECIALIST SERVICES	(5,000.00)
HAEMATOLOGY REBUILD FUND	9484	UR	CLAIRE ROWNTREE	JESSICA CASTLE	SPECIALIST SERVICES	(32,647.98)
LINDA HUGHES HAEMATOLOGY FUND	9485	UR	CLAIRE ROWNTREE	JESSICA CASTLE	SPECIALIST SERVICES	(3,563.64)
ELAINE THOMAS FUND	9488	UR	CAROLINE HAYHURST	JESSICA CASTLE	SPECIALIST SERVICES	(7,627.99)
BIGGS LEGACY - CARDIAC RESEARCH	9494	UR	PETER O'CALLAGHAN	JESSICA CASTLE	SPECIALIST SERVICES	(143,102.29)
LLAN HAEMATOLOGY RES & DEV	9503	UR	DR ALA AL-SABAH	JESSICA CASTLE	SPECIALIST SERVICES	(23,677.57)
CLINICAL RESEARCH(STEPHENS) (UHW 6410)	9519	UR	DR ALAN FRASER	JESSICA CASTLE	SPECIALIST SERVICES	(3,281.49)
LEUKAEMIA AND LYMPHOMA (UHW 6477)	9524	UR	CLAIRE ROWNTREE	JESSICA CASTLE	SPECIALIST SERVICES	(127,671.48)
MARFAN'S SYNDROME RESEARCH (UHW 6716)	9529	UR	DR DIRK WILSON	JESSICA CASTLE	SPECIALIST SERVICES	(3,629.43)
CARDIAC SERVICES GENERAL (UHW 6707)	9541	UR	PETER O'CALLAGHAN	JESSICA CASTLE	SPECIALIST SERVICES	(8,340.38)
GEN TECHNICAL CARDIOLOGY/ECG	9550	UR	ANDREW PENNEY	JESSICA CASTLE	SPECIALIST SERVICES	(4,703.46)
MULTIPLE SCLEROSIS LARCOMBE LEGACY	9560	UR	DR THOMAS HUGHES	JESSICA CASTLE	SPECIALIST SERVICES	(11,621.26)
RENAL UNIT COUCHMAN LEGACY	9563	UR	CLAIRE MAIN	JESSICA CASTLE	SPECIALIST SERVICES	(49,033.96)
TRANSPLANT RESEARCH GROUP	9588	UR	ELIJAH ABLORSU	JESSICA CASTLE	SPECIALIST SERVICES	(12,883.18)
ANAEMIA	9589	UR	MAT DAVIES	JESSICA CASTLE	SPECIALIST SERVICES	(640.78)
EPILEPSY DEVELOPMENT	9598	UR	DR PHILIP SMITH	JESSICA CASTLE	SPECIALIST SERVICES	(29,994.07)
SICKLE CELL PATIENTS WELFARE (COMM 6603)	9612	UR	CLAIRE ROWNTREE	JESSICA CASTLE	SPECIALIST SERVICES	(8,002.09)
STARLING LEGACY CARDIAC RESEARCH	9631	UR	PETER O'CALLAGHAN	JESSICA CASTLE	SPECIALIST SERVICES	(9,994.99)

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MORGAN LEGACY - RENAL UNIT	9634	UR	CLAIRE MAIN	JESSICA CASTLE	SPECIALIST SERVICES	(33,254.10)
GREGORY-CLEWER LEGACY KIDNEY UNIT	9635	UR	CLAIRE MAIN	JESSICA CASTLE	SPECIALIST SERVICES	(53,315.54)
NOTT LEGACY THROMBOSIS RESEARCH	9643	UR	RICHARD ANDERSON	JESSICA CASTLE	SPECIALIST SERVICES	(55,235.34)
HUGHES LEGACY CARDIOLOGY	9644	UR	PETER O'CALLAGHAN	JESSICA CASTLE	SPECIALIST SERVICES	(307,227.25)
MAJOR TRAUMA	9645	UR	MELISSA ROSSITER	JESSICA CASTLE	SPECIALIST SERVICES	(3,017.65)
DARING TO DREAM	9647	UR	PETER O'CALLAGHAN	JESSICA CASTLE	SPECIALIST SERVICES	(2,451.12)
C&V TEENAGE CANCER WARD	9679	UR	JENNIFER PROCTOR	JESSICA CASTLE	SPECIALIST SERVICES	(56,389.08)
DAVIES LEGACY - CARDIOLOGY	9686	UR	PETER O'CALLAGHAN	JESSICA CASTLE	SPECIALIST SERVICES	(5,066.28)
MORGAN LEGACY - ROOKWOOD GP	9799	UR	RACHEL BARRY	JESSICA CASTLE	SPECIALIST SERVICES	(14,430.65)
ROOKWOOD GENERAL PURPOSE (6180)	9800	UR	RACHEL BARRY	JESSICA CASTLE	SPECIALIST SERVICES	(3,770.41)
ROOKWOOD ALAC (UHW 6744)	9803	UR	KELLY MORGAN	JESSICA CASTLE	SPECIALIST SERVICES	(3,611.04)
ROOKWOOD SPINAL RESEARCH(UHW 7002)	9805	UR	DR SREEDHAR KOLLI	JESSICA CASTLE	SPECIALIST SERVICES	(1,033.77)
ROOKWOOD NEUROLOGY RESEARCH(UHW 6762)	9806	UR	DR THOMAS HUGHES	JESSICA CASTLE	SPECIALIST SERVICES	(906.72)
SPINAL INJURY UNIT	9807	UR	DR SREEDHAR KOLLI	JESSICA CASTLE	SPECIALIST SERVICES	(4,355.07)
DAME LLAN T1141	9224	UR	ANNETTE SCHOLZ	MIKE BOND	SURGICAL	(5,056.93)
CENT PATIENTS (UHW 6139)	9225	UR	DAVID OWENS	MIKE BOND	SURGICAL	(183.80)
ANAESTHETICS EDUCATION (UHW 6417)	9226	UR	ANNETTE SCHOLZ	MIKE BOND	SURGICAL	(4,626.35)
UHW OPHTHAMOLOGY (6434)	9228	UR	ROGER MCPHERSON	MIKE BOND	SURGICAL	(7,850.45)
UROLOGY DEVELOPMENT (UHW 6438)	9229	UR	MR. HRISHIKESH JOSHI	MIKE BOND	SURGICAL	(8,410.18)
LASER FUND - PIPAC	9233	UR	EMMA RADFORD	MIKE BOND	SURGICAL	(14,485.95)
ACUTE PAIN (UHW 6471)	9236	UR	SUSAN MOGFORD	MIKE BOND	SURGICAL	(2,015.80)
HILDA DORE HEARING RES. (UHW 6701)	9237	UR	DENIS WILLIAMS	MIKE BOND	SURGICAL	(1,329.45)
MAIN THEATRES (UHW 6703)	9238	UR	ADAM WRIGHT	MIKE BOND	SURGICAL	(1,785.73)
STOMA CARE GENERAL (UHW 6709)	9239	UR	EMMA RADFORD	MIKE BOND	SURGICAL	(3,318.44)
ENT GENERAL (UHW 6715)	9240	UR	DAVID OWENS	MIKE BOND	SURGICAL	(7,381.27)
WELSH HEARING INST.AMENITIES (UHW 6719)	9241	UR	DENIS WILLIAMS	MIKE BOND	SURGICAL	(9,570.14)
PAEDIATRIC COCHLEAR IMPLANT (UHW 6721)	9242	UR	DENIS WILLIAMS	MIKE BOND	SURGICAL	(4,384.53)
GEN.SURG/UROL ED/TRAINING/DEV (UHW 6723)	9243	UR	EMMA RADFORD	MIKE BOND	SURGICAL	(2,529.30)
UROLOGY EQUIPMENT FUND	9246	UR	MR. BRYAN JENKINS	MIKE BOND	SURGICAL	(1,224.10)
TRAUMA LIAISON (UHW 6759)	9248	UR	DR ANTONY JOHANSEN	MIKE BOND	SURGICAL	(1,049.05)
COLO RECTAL SURG LLAN T1039 (01043)	9249	UR	JARED TORKINGTON	MIKE BOND	SURGICAL	(8,045.55)
LIVER UNIT	9252	UR	NAGAPPAN KUMAR	MIKE BOND	SURGICAL	(8,641.99)
T2 WARD UHW - WAS LLAN WEST 2	9396	UR	CAROLINE TREZISE	MIKE BOND	SURGICAL	(8,366.60)
THOMAS LEGACY WELSH HEARING INSTITUTE	9445	UR	DENIS WILLIAMS	MIKE BOND	SURGICAL	(515.67)
MELLOR LEGACY - BREAST CENTRE	9467	UR	HELEN MCGARRIGLE	MIKE BOND	SURGICAL	(23,758.01)
TRAUMA GENERAL PURPOSE	9481	UR	DANIEL JONES	MIKE BOND	SURGICAL	(16,286.16)

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SKULL BASE FUND	9498	UR	DAN MORRIS	MIKE BOND	SURGICAL	(8,694.92)	
VASCULAR RESEARCH (UHW 6711)	9528	UR	MR. RICHARD WHISTON	MIKE BOND	SURGICAL	(1,412.95)	
ARTHROPLASTY RESEARCH (UHW 6740)	9532	UR	MR. MARCELLINO MAHESON	MIKE BOND	SURGICAL	(883.63)	
URO ONCOLOGY RESEARCH (UHW 6741)	9533	UR	HOWARD KYNASTON	MIKE BOND	SURGICAL	(29,451.14)	
CARDIFF URO-ONCOL RES & ED(CURE UHW6761)	9537	UR	HOWARD KYNASTON	MIKE BOND	SURGICAL	(82,001.91)	
GULLET & STOMACH CANCER RES (UHW 6756)	9546	UR	MR. WYN LEWIS	MIKE BOND	SURGICAL	(285.37)	
UHW WOUND HEALING	9553	UR	ALED PHILLIPS	MIKE BOND	SURGICAL	(29.52)	
TRAUMA EDUCATIONAL DEVELOPMENT	9555	UR	DANIEL JONES	MIKE BOND	SURGICAL	(904.85)	
VASCULAR UNIT COUCHMAN LEGACY	9564	UR	MR. RICHARD WHISTON	MIKE BOND	SURGICAL	(12,655.97)	
EYE UNIT - YEMM LEGACY	9568	UR	ROGER MCPHERSON	MIKE BOND	SURGICAL	(11,476.92)	
ENT - DAVIES LEGACY	9573	UR	DAVID OWENS	MIKE BOND	SURGICAL	(1,044.95)	
WELSH HEARING INSTITUTE BEAVAN LEGACY	9578	UR	DENIS WILLIAMS	MIKE BOND	SURGICAL	(2,608.31)	
UROLOGY AGARWAL	9616	UR	OLEG TATAROV	MIKE BOND	SURGICAL	(10,672.97)	
PAEDIATRIC EYE FUND	9632	UR	MR. PATRICK WATTS	MIKE BOND	SURGICAL	(6,545.39)	
JONES LEGACY - BREAST CENTRE	9687	UR	HELEN MCGARRIGLE	PETER WELSH	SURGICAL	(4,887.94)	
WILLIAMS LEGACY - LIVER UNIT	9693	UR	NAGAPPAN KUMAR	MIKE BOND	SURGICAL	(10,122.35)	
UNRESTRICTED REALISED GAIN	9809	UR				(443,868.74)	
UNRESTRICTED DELEGATED SUMMARY	9810	UR				(824,184.74)	(5,513,404.60)
ROUTE 66 FUND - PAEDS PALLIATIVE CARE	9466	Restricted	RICHARD HAIN	SCOTT McLEAN	CHILDREN & WOMEN	(8,363.90)	
CHILDRENS VIDEO TELEMETRY APPEAL	9639	Restricted	DR FRANCES GIBBON	SCOTT McLEAN	CHILDREN & WOMEN	(92,342.23)	
TRUST STAFF LOTTERY FUND	9678	Restricted	LUCIE BARRETT	CHRIS LEWIS	EXECUTIVES	(3,695.50)	
STROKE SERVICES ASSET APPEAL	9180	Restricted	HAMSARAJ SHETTY	GERALDINE JOHNSTON	MEDICINE	(6,292.56)	
HUNT LEGACY BONE RESEARCH	9404	Restricted	DR JANE TURTON	GERALDINE JOHNSTON	MEDICINE	(518.78)	
CYSTIC FIBROSIS BETTER LIFE APPEAL	9447	Restricted	DR IAN KETCHELL	GERALDINE JOHNSTON	MEDICINE	(442,011.92)	
PARKINSONS DISEASE PURSUE APPEAL	9449	Restricted	TRACY WILLIAMS	GERALDINE JOHNSTON	MEDICINE	(17,061.44)	
JOHN LEGACY - DIABETES RESEARCH UHW	9457	Restricted	DR ALED ROBERTS	GERALDINE JOHNSTON	MEDICINE	(55,478.24)	
CHIDGEY LEGACY - RHEUMATOID ARTHRITIS	9463	Restricted	DR SHARON JONES	GERALDINE JOHNSTON	MEDICINE	(89,039.47)	
MAY PHILLIPS LEGACY - ASTHMA RESEARCH	9478	Restricted	DR RAMSEY SABIT	GERALDINE JOHNSTON	MEDICINE	(141,345.43)	
PHILLIPS LEGACY - ASTHMA RESEARCH	9479	Restricted	DR RAMSEY SABIT	GERALDINE JOHNSTON	MEDICINE	(207,639.83)	
LLAN STROKE UNIT - SHORTHOUSE LEGACY	9581	Restricted	HANNAH MASTAFA	GERALDINE JOHNSTON	MEDICINE	(4,843.60)	
MORFA DAY UNIT - MURPHY LEGACY	9582	Restricted	JOANNE WILSON	IAN WILE	MENTAL HEALTH	(100,742.56)	
BONE MARROW TRANSPLANT APPEAL	9337	Restricted	KEITH WILSON	JESSICA CASTLE	SPECIALIST SERVICES	(80,328.46)	
BRAIN & SPINAL PROP APPEAL	9448	Restricted	RACHEL BARRY	JESSICA CASTLE	SPECIALIST SERVICES	(49,621.42)	
CHIDGEY LEGACY - HEART DISEASE	9459	Restricted	PETER O'CALLAGHAN	JESSICA CASTLE	SPECIALIST SERVICES	(39,731.82)	
JONES LEGACY - LLAN INTENSIVE CARE	9472	Restricted	MATT WISE	JESSICA CASTLE	SPECIALIST SERVICES	(4,057.82)	
GARDINER LEGACY HEAD INJURY RESEARCH	9545	Restricted	RACHEL BARRY	JESSICA CASTLE	SPECIALIST SERVICES	(18,057.15)	

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GOULD LEGACY - HAEMATOLOGY	9689	Restricted	CLAIRE ROWNTREE	JESSICA CASTLE	SPECIALIST SERVICES	(89,986.83)	
GOULD LEGACY - BONE MARROW UNIT	9690	Restricted	KEITH WILSON	JESSICA CASTLE	SPECIALIST SERVICES	(89,986.84)	
BREASTCARE UNIT	9149	Restricted	HELEN MCGARRIGLE	PETER WELSH	SURGICAL	(220,013.60)	
TWEEDIE LEGACY - GLAUCOMA RESEARCH	9461	Restricted	ROGER MCPHERSON	MIKE BOND	SURGICAL	(29,120.98)	
OPHTHALMOLOGY - THOMAS LEGACY	9583	Restricted	ROGER MCPHERSON	MIKE BOND	SURGICAL	(2,977.56)	
TRAUMA AND ORTHOPAEDIC - WEISL LEGACY	9584	Restricted	MR. STEPHEN JONES	MIKE BOND	SURGICAL	(14,048.01)	
DIABETES SUMMARY	9811	Restricted				(12,189.00)	
UHW GENERAL SUMMARY	9812	Restricted				(81,637.45)	
EDUCATION & TRAINING SUMMARY	9813	Restricted				(6,037.38)	
STAFF AND PATIENT WELFARE	9814	Restricted				(86,396.90)	
RESEARCH & DEVELOPMENT SUMMARY	9816	Restricted				(46,465.48)	
ECCO SUMMARY	9819	Restricted				(1,727.71)	(2,041,759.87)
COMM CATH JENKINS INST. (6533)	9700	ENDOW	ROSEMARIE WHITTLE	SCOTT McLEAN	CHILDREN & WOMEN	(349.13)	
COMM CATH JENKINS INST. CIP (6548)	9701	ENDOW	CAPITAL IN PERPETUITY	SCOTT McLEAN	CHILDREN & WOMEN	(33,779.73)	
CATH JENKINS SUMMARY	9820	ENDOW				(5,549.60)	(39,678.46)
						(7,594,842.93)	**(7,594,842.93)**

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Appendix 2

Cardiff and Vale Health Charity – Analysis of General Reserves as at end of October 2019

FUND NAME	FUND NO	CHARITY	FUNDHOLDER	HEAD OF DEL/SERV	CLINICAL BOARD	MONTH 7
UHW LEGACIES GENERAL PURPOSE	9476	UR	MR CHRIS LEWIS	MR CHRIS LEWIS	EXECUTIVES	(35,278.68)
WRIGHT LEGACY - UHW PATIENTS GENERAL	9487	UR	MR CHRIS LEWIS	MR CHRIS LEWIS	EXECUTIVES	(124,032.71)
LLANDOUGH LEGACIES GENERAL PURPOSE	9492	UR	PETER WELSH	MR CHRIS LEWIS	EXECUTIVES	(7,336.13)
REED LEGACY - CAV GENERAL PURPOSE	9696	UR	MR CHRIS LEWIS	MR CHRIS LEWIS	EXECUTIVES	(44,153.06)
UNRESTRICTED DELEGATED	9809	UR	MR CHRIS LEWIS	MR CHRIS LEWIS	EXECUTIVES	(443,868.74)
UNRESTRICTED NON-DELEGATED	9810	UR	MR CHRIS LEWIS	MR CHRIS LEWIS	EXECUTIVES	(824,184.74)
					TOTAL	**(1,478,854.06)**

DIABETES SUMMARY	9811	R	MR CHRIS LEWIS	MR CHRIS LEWIS	EXECUTIVES	(12,189.00)
UHW GENERAL SUMMARY	9812	R	MR CHRIS LEWIS	MR CHRIS LEWIS	EXECUTIVES	(81,637.45)
EDUCATION & TRAINING SUMMARY	9813	R	MR CHRIS LEWIS	MR CHRIS LEWIS	EXECUTIVES	(6,037.38)
STAFF AND PATIENT WELFARE	9814	R	MR CHRIS LEWIS	MR CHRIS LEWIS	EXECUTIVES	(86,396.90)
RESEARCH & DEVELOPMENT SUMMARY	9816	R	MR CHRIS LEWIS	MR CHRIS LEWIS	EXECUTIVES	(46,465.48)
ECCO SUMMARY	9819	R	MR CHRIS LEWIS	MR CHRIS LEWIS	EXECUTIVES	(1,727.71)
					TOTAL	**(234,453.92)**

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Appendix 3

Cardiff and Vale Health Charity – Analysis of Financial Commitments as at end of October 2019

	£,000
Horatio's Garden	500
UHB Transport Solutions	382
Employee Wellbeing	353
Fundraising Costs	150
Other	147
Total	**1,532**

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Appendix 4

Cardiff and Vale Health Charity – Analysis of Dormant Unrestricted Funds as at end of October 2019

FUND NAME	FUND NO	CHARITY	PURPOSE	FUNDHOLDER	HEAD OF DEL/SERV	MONTH 7	
GERIATRIC RESEARCH (UHW 6336)	9153	UR	GERIATRIC RESEARCH	HAMSARAJ SHETTY	GERALDINE JOHNSTON	(132,776.03)	DORMANT SINCE MAR 18
RENAL UNIT COUCHMAN LEGACY	9563	UR	GENERAL PURPOSE WITHIN RENAL UNIT	CLAIRE MAIN	JESSICA CASTLE	(49,033.96)	DORMANT SINCE MAR 18
MORGAN LEGACY - RENAL UNIT	9634	UR	GENERAL PURPOSE RENAL UNIT	CLAIRE MAIN	JESSICA CASTLE	(33,254.10)	DORMANT SINCE MAR 18
MORGAN LEGACY - ROOKWOOD GP	9799	UR	GENERAL PURPOSES	RACHEL BARRY	JESSICA CASTLE	(14,430.65)	DORMANT SINCE MAR 18
PROGRAMME DIRECTORS - GERIATRIC	9416	UR	ADMINISTER SPR TRAINING PROGRAMME	DR RHIAN MORSE	GERALDINE JOHNSTON	(14,055.02)	DORMANT SINCE MAR 18
LLANDOUGH HEART FAILURE	9397	UR	SUPPORT HEART FAILURE SERVICE DEV.	DR JOSEPH GREY	GERALDINE JOHNSTON	(9,686.80)	DORMANT SINCE MAR 18
RYAN LEGACY - KIDNEY UNIT	9473	UR	GENERAL PURPOSE RENAL UNIT	MAT DAVIES	JESSICA CASTLE	(7,189.32)	DORMANT SINCE MAR 18
DRSS CLINICAL EXCELLENCE LLAN T1152	9675	UR	CLINICAL EXCELLENCE	VACANT	LISA DUNSFORD	(5,128.89)	DORMANT SINCE MAR 18
DAVIES LEGACY - CARDIOLOGY	9686	UR	GENERAL PURPOSE CARDIOLOGY	PETER O'CALLAGHAN	JESSICA CASTLE	(5,066.28)	DORMANT SINCE MAR 18
GEN TECHNICAL CARDIOLOGY/ECG	9550	UR	PATIENTS & STAFF EQUIPMENT,BOOKS,STUDY LEAVE	ANDREW PENNEY	JESSICA CASTLE	(4,703.46)	DORMANT SINCE MAR 18
CHILD DEVELOPMENT (UHW 6433)	9113	UR	PURCHASE EQUIPMENT	JENNY HUNT	SCOTT MCLEAN	(4,140.81)	DORMANT SINCE MAR 18
ENDOCRINE VASCULAR	9591	UR	GENERAL PURPOSE	DR JOHN DAVIES	GERALDINE JOHNSTON	(3,964.03)	DORMANT SINCE MAR 18
CLINICAL RESEARCH(STEPHENS) (UHW 6410)	9519	UR	CLINICAL CARDIAC RESEARCH AND EDUCATION	DR ALAN FRASER	JESSICA CASTLE	(3,281.49)	DORMANT SINCE MAR 18
ADDICTIONS GENERAL PURPOSE	9272	UR	GENERAL PURPOSE	NEIL JONES	IAN WILE	(2,502.03)	DORMANT SINCE MAR 18
HOUSE LEGACY ALAC	9425	UR	BENEFIT ALAC	KELLY MORGAN	JESSICA CASTLE	(2,406.14)	DORMANT SINCE MAR 18
CARDIAC RISK FACTOR CLINIC (UHW 6722)	9169	UR	GENERAL PURPOSE	DR ZAHEER YOUSEF	JESSICA CASTLE	(1,853.50)	DORMANT SINCE MAR 18
DENTAL TRAINING RES & EDUCATION	9320	UR	EDUC/TRAIN/RES MAXIL DENTISTRY	HAYLEY DIXON	IVOR CHESTNUTT	(1,460.77)	DORMANT SINCE MAR 18
VASCULAR RESEARCH (UHW 6711)	9528	UR	RES/MTNGS/AMENITIES/ANY OTHER EXP	MR. RICHARD WHISTON	MIKE BOND	(1,412.95)	DORMANT SINCE MAR 18
HILDA DORE HEARING RES. (UHW 6701)	9237	UR	RESEARCH/EQUIP/STAFF/TRAVEL EXP	DENIS WILLIAMS	MIKE BOND	(1,329.45)	DORMANT SINCE MAR 18

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UROLOGY EQUIPMENT FUND	9246	UR	RESEARCH/G.P.	MR. BRYAN JENKINS	MIKE BOND	(1,224.10)	DORMANT SINCE MAR 18
GENERAL MANAGER MH GEN PURP	9609	UR	GENERAL PURPOSE	JAYNE TOTTLE	IAN WILE	(1,196.39)	DORMANT SINCE MAR 18
ELIZABETH WARD WEST WING(6217)	9152	UR	GENERAL PURPOSE	HANNAH MASTAFA	GERALDINE JOHNSTON	(1,170.49)	DORMANT SINCE MAR 18
CARDIOLOGY G P LLAN T1040 (01044)	9182	UR	GENERAL PURPOSE LLAN CARDIOLOGY	ANN EVANS	JESSICA CASTLE	(1,116.54)	DORMANT SINCE MAR 18
ROOKWOOD SPINAL RESEARCH(UHW 7002)	9805	UR	RESEARCH & TRAVEL EXPENSES	DR SREEDHAR KOLLI	JESSICA CASTLE	(1,033.77)	DORMANT SINCE MAR 18
CLINICAL PSYCHOLOGY(UHW 6418)	9355	UR	GENERAL PURPOSES	CLAIRE WILSON	JESSICA CASTLE	(931.00)	DORMANT SINCE MAR 18
ARTHROPLASTY RESEARCH (UHW 6740)	9532	UR	RESEARCH & AUDIT	MR. MARCELLINO MAHESON	MIKE BOND	(883.63)	DORMANT SINCE MAR 18
WARD EAST 5 AMENITIES (E4)	9354	UR	PATIENT AMENITIES	DANIEL STAMP	GERALDINE JOHNSTON	(757.76)	DORMANT SINCE MAR 18
ANAEMIA	9589	UR	SUPPORT ANAEMIA CO-ORDINATOR SERVICE	MAT DAVIES	JESSICA CASTLE	(640.78)	DORMANT SINCE MAR 18
WEST 2 GERONOTLOGY GEN PURP	9808	UR	GENERAL PURPOSE	HANNAH MASTAFA	GERALDINE JOHNSTON	(629.74)	DORMANT SINCE MAR 18
CORBETT LEGACY - CHILD LEUKAEMIA	9636	UR	BENEFIT PATIENTS CHILD LEUKAEMIA	MARY GLOVER	SCOTT MCLEAN	(568.76)	DORMANT SINCE MAR 18
CARDIAC CATHETERISATION THEATRES	9432	UR	GENERAL PURPOSE	ANNE HILL	JESSICA CASTLE	(526.00)	DORMANT SINCE MAR 18
GULLET & STOMACH CANCER RES (UHW 6756)	9546	UR	RES OESOPHOUS GASTRIC CANCER	MR. WYN LEWIS	MIKE BOND	(285.37)	DORMANT SINCE MAR 18
PULMONARY PHYSIOLOGY	9596	UR	RESEARCH EDUCATION & DEVELOPMENT	SIMON BARRY	GERALDINE JOHNSTON	(207.67)	DORMANT SINCE MAR 18
G I PRIZE FUND LLAN	9557	UR	G I AWARDS & COURSE PRIZE	DR GILLIAN SWIFT	GERALDINE JOHNSTON	(118.51)	DORMANT SINCE MAR 18
CRI WEST WING GENERAL PURPOSE (UHW 6344)	9372	UR	TO BENEFIT GERIATRIC WARD	HANNAH MASTAFA	GERALDINE JOHNSTON	(80.80)	DORMANT SINCE MAR 18
CARDIFF STROKE RES (UHW 6752)	9176	UR	RESEARCH AND EDUCATION	HAMSARAJ SHETTY	GERALDINE JOHNSTON	(11.35)	DORMANT SINCE MAR 18
						(309,058.34)	**TOTAL ONE YEAR**
ADVANCED PAED LIFE SUPP(UHW 6810)	9127	UR	EXPENDITURE TO RUN APLS COURSES	DR DIRK WILSON	SCOTT MCLEAN	(3,228.49)	DORMANT SINCE MAR 17
CARE OF THE ELD LLAN T1061 (01069)	9186	UR	GENERAL PURPOSE	HANNAH MASTAFA	GERALDINE JOHNSTON	(967.32)	DORMANT SINCE MAR 17
CHAWLA LEGACY - SPINAL INJURIES UNIT	9468	UR	GENERAL PURPOSES	DR SREEDHAR KOLLI	JESSICA CASTLE	(6,387.30)	DORMANT SINCE MAR 17
DANDO LEGACY - UHW OUTPATIENTS HAEMOPHILIA	9452	UR	GENERAL PURPOSE HAEMOPHILIA OUTPATIENTS	JENNIFER PROCTOR	JESSICA CASTLE	(4,686.29)	DORMANT SINCE MAR 17
EDWARDS LEGACY - NICU	9134	UR	GENERAL PURPOSE SCBU	MARY GLOVER	SCOTT MCLEAN	(7,847.61)	DORMANT SINCE MAR 17

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GENERAL PURPOSE MEDICINE	9216	UR	GENERAL PURPOSE	DR DIANE PARRY	GERALDINE JOHNSTON	(691.77)	DORMANT SINCE MAR 17
HARRIES LEGACY - EPILEPSY UNIT	9462	UR	GENERAL PURPOSE EPILEPSY UNIT	DR PHILIP SMITH	JESSICA CASTLE	(10,407.27)	DORMANT SINCE MAR 17
L GEORGE-DIABETES	9437	UR	GENERAL PURPOSE	DR LINDSAY GEORGE	GERALDINE JOHNSTON	(5,363.58)	DORMANT SINCE MAR 17
LLAN NURSES AMEN LLAN T1014 (01015)	9334	UR	NURSES BENEFIT	SUZANNE WHITE	PETER WELSH	(1,233.93)	DORMANT SINCE MAR 17
MULTIPLE SCLEROSIS LARCOMBE LEGACY	9560	UR	RESEARCH INTO MULTIPLE SCLEROSIS	DR THOMAS HUGHES	JESSICA CASTLE	(11,621.26)	DORMANT SINCE MAR 17
NOTT LEGACY THROMBOSIS RESEARCH	9643	UR	GENERAL PURPOSE THROMBOSIS RESEARCH	RICHARD ANDERSON	JESSICA CASTLE	(55,235.34)	DORMANT SINCE MAR 16
PSYCHOLOGY GEN PURP	9259	UR	GENERAL PURPOSE	DR JANE BOYD	IAN WILE	(2,635.66)	DORMANT SINCE MAR 16
R.LEAKER LLAN T1129 (01130)	9346	UR	EDUCATE/TRAIN STAFF	JAMES COULSON	MATTHEW TEMBY	(122.47)	DORMANT SINCE MAR 16
TAYLOR LEGACY - CYSTIC FIBROSIS UNIT	9469	UR	GENERAL PURPOSE CF UNIT	DR IAN KETCHELL	GERALDINE JOHNSTON	(363.02)	DORMANT SINCE MAR 16
THOMAS LEGACY WELSH HEARING INSTITUTE	9445	UR	GENERAL PURPOSE	DENIS WILLIAMS	MIKE BOND	(515.67)	DORMANT SINCE MAR 15
BIO-ENG DEVELOPMENT (UHW 6322)	9361	UR	GENERAL PURPOSE	ANTHONY POWELL	MATTHEW TEMBY	(388.29)	DORMANT SINCE MAR 15
AGFA GAEVART SCHOLARSHIP(UHW 6481)	9525	UR	SUPPORT RESEARCH FOR RADIOGRAPHERS	ANDREW WOOD	MATTHEW TEMBY	(2,791.00)	DORMANT SINCE MAR 15
GENERAL RESPIRATORY FUND	9195	UR	GENERAL PURPOSE	DR DIANE PARRY	GERALDINE JOHNSTON	(5,879.76)	DORMANT SINCE MAR 15
UK INTERSTITIAL LUNG PATH LLAN T1154	9197	UR	FUND MEETINGS	VACANT	MATTHEW TEMBY	(6,954.47)	DORMANT SINCE MAR 15
DEPT MEETINGS FUND LLAN T1070 (01078)	9188	UR	FUND MEETINGS	VACANT	GERALDINE JOHNSTON	(127.54)	DORMANT SINCE MAR 15
UNDERWOOD LEGACY - CHILD NEUROLOGY	9450	UR	GENERAL PURPOSE SPINA BIFIDA UNIT	DR FRANCES GIBBON	SCOTT MCLEAN	(5,294.03)	DORMANT SINCE MAR 14
CHILDRENS UNIT RICHARDS LEGACY	9562	UR	GENERAL PURPOSE WITHIN CHILDRENS UNIT	HEATHER HANCOCK	SCOTT MCLEAN	(6,567.66)	DORMANT SINCE MAR 14
UROLOGY AGARWAL	9616	UR	RESEARCH & TEACHING	OLEG TATAROV	MIKE BOND	(10,672.97)	DORMANT SINCE MAR 14
BRIXTON LEGACY - LEUKAEMIA & LYMPHOMA	9456	UR	GENERAL PURPOSE LEUKAEMIA & LYMPHOMA	CLARE ROWNTREE	JESSICA CASTLE	(22,169.17)	DORMANT SINCE MAR 14
SAM DAVIES WARD - WILLIAMS	9570	UR	GENERAL PURPOSE WITHIN SAM DAVIES WARD	HANNAH MASTAFA	GERALDINE JOHNSTON	(115.76)	DORMANT SINCE MAR 14
CENT PATIENTS (UHW 6139)	9225	UR	GENERAL PURPOSE	DAVID OWENS	MIKE BOND	(183.80)	DORMANT SINCE MAR 14
MULTICULTURAL HEALTH (COMM 6210)	9107	UR	TRAINING /RESEARCH	BEVERLEY THOMAS	SCOTT MCLEAN	(472.66)	DORMANT SINCE MAR 14
GERONTOLOGY RESEARCH-MORSE (UHW 6753)	9536	UR	RESEARCH AND EQUIPMENT	DR RHIAN MORSE	GERALDINE JOHNSTON	(550.19)	DORMANT SINCE MAR 14
HARBER LEGACY BECK LLAN	9424	UR	GENERAL DR BECK'S SECTION	DR LINDSAY GEORGE	GERALDINE JOHNSTON	(704.24)	DORMANT SINCE MAR 14
RESEARCH METHOD LLAN T1103 (01112)	9518	UR	FUND COURSE	BENJAMIN JELLEY	GERALDINE JOHNSTON	(757.40)	DORMANT SINCE MAR 14

Tolley,Laura
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ENT - DAVIES LEGACY	9573	UR	RESEARCH & GENERAL PURPOSE	DAVID OWENS	MIKE BOND	(1,044.95)	DORMANT SINCE MAR 14
SMOKING CESSATION	9427	UR	GENERAL PURPOSE	KATIE PINK	GERALDINE JOHNSTON	(1,628.28)	DORMANT SINCE MAR 14
LLANDOUGH CANCER - CARTER LEGACY	9575	UR	GEN PURPOSE LLANDOUGH CANCER CARE	JANE MURPHY	GERALDINE JOHNSTON	(2,095.01)	DORMANT SINCE MAR 14
INJURY MINIMISATION PROGRAMME	9702	UR	CHILD SAFETY EDUCATION	ZOE ROBERTS	GERALDINE JOHNSTON	(2,453.40)	DORMANT SINCE MAR 14
STARLIGHT EXPRESS LLAN T1093 (01101)	9751	UR	EQUIP ASSOC WITH CHILDREN'S PLAY STARLIGHT RM	SUSAN REARDON	SCOTT MCLEAN	(2,716.09)	DORMANT SINCE MAR 14
RES TEAM COTE LLAN T1075 (01083)	9513	UR	RESEARCH/EQUIPMENT	BENJAMIN JELLEY	GERALDINE JOHNSTON	(32,274.16)	DORMANT SINCE MAR 14
JONES LEGACY LUNG RESEARCH	9642	UR	GENERAL PURPOSE LUNG RESEARCH	DR BEN HOPE-GILL	GERALDINE JOHNSTON	(44,264.35)	DORMANT SINCE MAR 14
						(261,412.16)	**TOTAL TWO YEARS OR MORE**
						(570,470.50)	**TOTAL**

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Appendix 5

Cardiff and Vale Health Charity – Analysis of Dormant Restricted Funds as at end of October 2019

FUND NAME	FUND NO	CHARITY	PURPOSE	FUNDHOLDER	HEAD OF DEL/SERV	MONTH 7	
JOHN LEGACY - DIABETES RESEARCH UHW	9457	R	DIABETES RESEARCH	DR ALED ROBERTS	GERALDINE JOHNSTON	(55,478.24)	DORMANT SINCE MAR 18
JONES LEGACY - LLAN INTENSIVE CARE	9472	R	GEN PURP LLAN INTENSIVE CARE	MATT WISE	JESSICA CASTLE	(4,057.82)	DORMANT SINCE MAR 18
HUNT LEGACY BONE RESEARCH	9404	R	BONE RESEARCH	DR JANE TURTON	GERALDINE JOHNSTON	(518.78)	DORMANT SINCE MAR 18
						(60,054.84)	**TOTAL ONE YEAR**
GARDINER LEGACY HEAD INJURY RESEARCH	9545	R	HEAD INJURY RESEARCH	RACHEL BARRY	JESSICA CASTLE	(18,057.15)	DORMANT SINCE MAR 17
LLAN STROKE UNIT - SHORTHOUSE LEGACY	9581	R	BENEFIT STROKE UNIT	HANNAH MASTAFA	GERALDINE JOHNSTON	(4,843.60)	DORMANT SINCE MAR 17
OPHTHALMOLOGY - THOMAS LEGACY	9583	R	GENERAL PURPOSE WITHIN OPHTHALMOLOGY	ROGER MCPHERSON	MIKE BOND	(2,977.56)	DORMANT SINCE MAR 17
TRAUMA AND ORTHOPAEDIC - WEISL LEGACY	9584	R	EDUCATION & TRAINING WITHIN T&O	MR. STEPHEN JONES	MIKE BOND	(14,048.01)	DORMANT SINCE MAR 17
						(39,926.32)	**TOTAL TWO YEARS OR MORE**
						(99,981.16)	**TOTAL**

Tolley,Laura
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Report Title:	HEALTH CHARITY EVENTS PLANNER 2020							
Meeting:	Charitable Funds Committee					Meeting Date:	17.03.20	
Status:	For Discussion		For Assurance		For Approval		For Information	√
Lead Executive:	Executive Nurse Director							
Report Author (Title):	Director of Communication, Arts, Health Charity and Engagement							

Background and current situation:

Cardiff and 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 administration of funds and operational management of the Health Charity is undertaken by a team of staff based at Woodland House.

The Health Charity Fundraising Team organises a wide range of fundraising events throughout the year to:

- Support individual appeals for Clinical Boards and fundraisers
- Involve and support staff members in their individual fundraising for the HC
- Raise awareness of the Health Charity's fundraising activities to encourage staff and public involvement, improve sponsorship and partnership opportunities

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

Executive Directors have identified individual events from the attached schedule which they will be supporting/attending.This schedule is provided to the CFC for information purposes.

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

The involvement of Executive Team members in fundraising events enhances the profile and reputation of the Health Charity and demonstrates clear leadership and support for the fundraising work being undertaken on behalf of Cardiff and Vale University Health Board.

Recommendation:

- **The Committee is asked to note the Health Charity Events Planner 2020**

Tolley,Laura
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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								

Tolley,Laura
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CARDIFF & VALE HEALTH CHARITY EVENTS PLANNER 2020

Month	Event	Date	Appeal	Venue	Clinical Board	Executive Lead	Health Charity Lead	A.O.B.
January	Staff Lottery Mega Draw	31.01.2020	Make it Better Fund	Hafan y Coed, UHL		**LR**	Lucie Barrett	
February								
March	Staff Recognition Awards	13.03.2020		City Hall, Cardiff	ALL		Sue Dickson-Davies	
	The Breast Centre Afternoon Tea	20.03.2020	The Breast Centre Appeal	Park Inn, Cardiff	Surgery		Sue Dickson-Davies	
	Cardiff Bay 10k	29.03.2020	All Appeals	Cardiff Bay	ALL	**FK, NF & JG**	Jayne Catherall	Fiona Kinghorn running the event
April	Claire Nokes Golf Day	07.04.2020	PROP Appeal	Whitchurch Golf Club	Specialist Services	**LR, RC, MO'D**	Lucie Barrett	
	Cardiology Spring Dance	25.04.2020	Cardiology Fund	St David's Hotel, Cardiff	Specialist Services	**Not required**	Lucie Barrett	
May	Len's Challenge CARTEN	02.05.2020	Wales for Africa	Cardiff - Tenby	ALL	**LR,**	Sue Dickson-Davies	Len Richards cycling at the event
	Cardiff Bake Off	16.05.2020	Cognitive Impairment UHW	St Andrew's Church, Roath	Medicine	**SC,AH & RC**	Sue Dickson-Davies	
June	Bed Push	13.06.2020	PROP Appeal	Glamorgan Cricket Club, Cardiff	Specialist Services	**RW**	Lucie Barrett	
	Strictly Top Dancer	20.06.2020	The Breast Centre Appeal	Glamorgan Cricket Club, Cardiff	Surgery	**???**	Sue Dickson-Davies	
	Barry Bake Off	27.06.2020	TBC	Barry Hospital	ALL	**RW & SC**	Sue Dickson-Davies	
July	Waterfall Walk	11.07.2020	All Appeals	Brecon	ALL	**RW**	Georgina Burke	
August	Barry 10k	02.08.2020	All Appeals	The Promenade, Barry	ALL	**FK & JG**	Jayne Catherall	Abi Harris running at the event
September	Cardiff 10k	06.09.2020	All Appeals	Cardiff City Centre	ALL	**AH, SW, JG and ? FK**	Lucie Barrett	
October	Cardiff Half Marathon	04.10.2020	All Appeals	Cardiff City Centre	ALL	**? AH**	Lucie Barrett	
	Blue Tie Ball	30.10.2020	PROP Appeal	Holland House	Specialist Services	**FJ & AH**	Lucie Barrett	
	Barry Hospital 25 years	23.10.2020	Make it Better Fund	Barry Hospital	ALL		Sue Dickson-Davies	
November								
December	10 Years of our Health Charity	01.12.2020	All Appeals	Woodland House	ALL	**RW & FJ**	Jayne Catherall	
	20k Staff Lottery Megadraw	01.12.2020	Make it Better Fund	Woodland House	ALL	**LR & CJ**	Lucie Barrett	
	Pink Tie Ball	05.12.2020	The Breast Centre Appeal	Cardiff Marriott Hotel	Surgery	**LR**	Sue Dickson-Davies	
	Christmas Jumper Day	11.12.2020	All Appeals	All Hospitals	ALL	**All Execs**	Lucie Barrett	

Key	
	Corporate event
	Externally organised event
	Support required from Executive

Tracey-Laura
07/05/2020 16:34:37

Report Title:	DRAFT HEALTH CHARITY STRATEGY 2019 - 2025						
Meeting:	Charitable Funds Committee				Meeting Date:	17.03.20	
Status:	For Discussion		For Assurance		For Approval	√	For Information
Lead Executive:	Executive Nurse Director						
Report Author (Title):	Director of Communications, Arts, Health Charity and Engagement						

Background and current situation:

Cardiff and 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.

Cardiff and Vale University Health Board holds Charitable Funds as sole corporate trustee and the board members of the Health Board are jointly responsible for the management of those charitable funds. The management of Charitable Funds is a delegated responsibility from the Trustees, via the Charitable Funds Committee, to the Finance Dept. of Cardiff and Vale University Health Board.

The day to day administration of funds and operational management of the Health Charity is undertaken by a team of staff based at the Health Charity's Business Unit at Woodland House.

This draft document is provided to the Charitable Funds Committee to outline the Health Charity's Strategy for the period 2019 – 2025.

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

This draft Health Charity Strategy covers the period 2019 - 2025

ASSURANCE is provided by:

- Fundraising performance and increased income
- Raising awareness of the Health Charity
- 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 opportunities.
- Supporting the education and wellbeing of staff employed within Cardiff and Vale University Health Board
- Engagement with our community
- Developing our corporate and charity partnerships

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

Attached document:- Draft Health Charity Strategy 2019 - 2025

Tooey, Laura
05/05/2020 16:34:37

Recommendation:

The Charitable Funds Committee is asked to:

Approve the Cardiff & Vale Health Charity Strategy 2019 - 2025

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

Tolley,Laura
03/09/2020 16:34:3

GIG CYMRU NHS WALES | Bwrdd Iechyd Prifysgol Caerdydd a'r Fro | Cardiff and Vale University Health Board

Cardiff & Vale HealthCharity ElusenIechyd Caerdydd a'r Fro

Cardiff & Vale Health Charity Strategy

2019-2025

"Going above and beyond NHS services for the benefit of patients, staff and communities"

INTRODUCTION

Cardiff & Vale Health Charity is the official charity of Cardiff and Vale University Health Board.

This strategy describes how we will plan and prioritise our resources in engaging and communicating with patients, staff members, stakeholders and the public. Also how we will strive to manage and where possible increase our fundraising income to maximise the funds available for our services.

Our aim for the Health Charity is: "Going above and beyond NHS services for the benefits of patients, staff and communities."

Health Charity funds do not replace NHS funding but optimises the generous donations it receives from patients and their families, staff and the local community for the benefit of the thousands of people cared for and employed by the Health Board.

How we developed our strategy

To arrive at this ambitious plan we listened to many voices;

- **We heard directly from people who have benefited from health charity funding and fundraisers.**
- **We listened to people who have received care from services within Cardiff and the Vale of Glamorgan.**
- **We heard from our staff, partner organisations and third sector colleagues.**
- **We also included the Health Boards mission – "Caring for people, keeping people well"; the overarching strategy "Shaping of Future Wellbeing" and the "Wellbeing of Future Generations Act."**
- **We are grateful for the generosity with which people shared their stories, thoughts and ideas, and hope they consider this plan adequately represents their contributions.**

Cardiff & Vale HealthCharity Elusenlechyd Caerdydd a'r Fro

VISION

- To be a successful and dynamic fundraising charity, recognised locally and nationally. Effective in engaging patients, staff and the community.
- To be an integral part of the Health Board, tangibly improving Cardiff and Vale services over and above what the NHS can fund.
- To improve the health and wellbeing of our staff and service users and the communities of Cardiff and Vale UHB.

MISSION

- To raise, manage and distribute charitable funds in order to go above and beyond NHS services for the benefit of patients, staff and communities.

VALUES

- To actively demonstrate and apply the core values of Cardiff and Vale University Health Board in all aspects of Health Charity fundraising and operational activities.

Kind and caring
Caredig a gofalgar

Respectful
Dangos parch

Trust and integrity
Ymddiriedaeth ac uniondeb

Personal responsibility
Cyfrifoldeb personol

OVERALL AIMS

- To increase funds and ensure a regular flow of income through active promotion of the Health Charity and positive engagement with our supporters and sponsors.
- To manage the charities resources effectively and prudently and in accordance with Charity Commission for England and Wales regulations.
- To ensure the Health Charity funds provide optimum benefit to patients, staff and the community.
- To engage in continous dialogue with our supporters via a survey in 2020 to establish what and how staff and service users would like the funds spent from 2020.

Bailey, Laura
03/09/2020 16:34:39

THE CHALLENGES WE FACE

- **Cardiff and Vale University Health Board's global reputation for excellent patient care and pioneering medical advancements has not only transformed the lives of thousands of patients, but has also helped shaped the provision of medicine internationally.**
- **Service developments, research, technological and clinical advancements and improvements in patient experiences within the Health Board have been widely supported by the generous funding provided by Cardiff & Vale Health Charity and the dedication of its many supporters.**
- **The Health Charity receives invaluable support from hard-working Health Board staff, grateful patients, their families and friends, as well as the general public, local businesses and third sector organisations in the wider community.**

As the Health Board continues its pioneering work and plans future developments, whilst experiencing increasing financial pressure, it is inevitable that the demand for charitable funds will continue to grow. We must therefore be proactive and explore all options to increase our charitable income, in order to assist our staff as much as possible to care for people and keep them well.

Tolley, Kathryn(HCC-Strat Plan & Prog)
03/01/2025 16:34:37

Cardiff & Vale HealthCharity Elusenlechyd Caerdydd a'r Fro

OUR OBJECTIVES

Objective One

We will support the health and wellbeing of our population and support initiatives to enhance the public health of our patients, staff and communities through innovative healthcare experiences.

How will we do it?

- We will continue to work closely with clinicians and all of our staff to identify and support initiatives that matter to patients.
- We will support projects via our Staff Lottery that enhance services, both in hospital and the community.
- We will work with the third sector and other charities to support health and wellbeing projects.
- We will continue to support initiatives that provide wellbeing services for patients and their families.
- We will enhance the experience of healthcare by utilising creativity and arts with positive engagement.

Patients and Community	Art	Nurses and Health Care Support Staff
Third sector and the community	Staff Lottery	Wellbeing

Objective Two

We will support the health, wellbeing and welfare of our staff to lead healthier lives.

How will we do it?

- **We will include healthy living and health promotion material and messaging where appropriate in our fundraising events.**
- **We will continue to support and promote the Health Boards staff health and wellbeing sessions and health awareness campaigns.**
- **We will advise and inform Health Board staff of how the Health Charity can provide funds to improve their staff environments and/or staff wellbeing projects.**
- **We will inform and involve our staff in the Arts programmes.**
- **Support cultural events and proactively engage with staff groups.**

Support the health and wellbeing of our staff	Engage with service providers and support their services
Support national cultural events	Promote healthy and active lifestyle events and opportunities

Tolley,Laura
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Objective Three

We will help to create the best possible environment for sustainable healthcare, making the best use of technology to deliver the aims of the Health Charity.

How will we do it?

- **We will utilise the Health Charity's investment in the Arts programme and Our Orchard to support the recovery and wellbeing of our patients, in line with the Health Boards commitment to deliver the Wellbeing of Future Generations Act.**
- **We will develop a spirit of inclusivity and "open to all ethos" by partnering with local artists, creative art groups and organisations plus patients, which allows them to express their experiences and support the recovery and wellbeing of our patients.**
- **We will invest wisely in expert advice to ensure that the environments we create provide an appealing and relevant environment for staff, patients and their families, and which reduces stress and anxiety.**
- **We will be bold and ambitious in connecting health and wellbeing with patients and staff; underpinning the principles of the Wellbeing of Future Generations Act.**
- **We will embrace technology and seek to use our digital platforms and social media to enhance the reach of the Health Charity and increase awareness, fundraising etc.**

Use pod to engage with staff, patients and visitors to find out what matters to them	Increase awareness of Health Charity support for service providers through charitable funds
Support innovation and digital technology to make improvements in healthcare	Support and promote the Arts in Health Programme

Tolley,Laura
03/05/2020 16:34:37

Objective Four

We will manage the Health Charity efficiently and effectively, and in compliance with good governance, continuing to develop a business unit model and specifically focus on delivering the Health Charity financial plan.

How will we do it?

- **We will value our people and support them in training, self-development and recognising their efforts to deliver the Health Charity's objectives.**
- **We will invest in our fundraising to ensure our resources match our ambitions.**
- **We will maximise the opportunities to promote the Health Charity brand and increase awareness within the Health Board and the community.**
- **We will invest in expertise and equipment so that we communicate effectively with our stakeholders.**
- **We will work in partnership with our Finance and Governance colleagues to ensure that we manage and administer Health Charity Funds in line with financial probity and governance compliance requirements.**
- **We will learn from others and increase market share.**
- **We will be open and transparent in all of our business.**

CRM Review use of Harlequin CRM and proactively use the resource	Invest in staff training and digital technology to aid delivery
Develop local policies and procedures with good governance	Develop corporate and charity relationships

Tolley,Laura
03/05/2020 16:34:37

OUR OBJECTIVES

Objective Five

We will improve and develop our fundraising capability.

How will we do it?

- We will provide appropriate and relevant training and support to our fundraising team members.
- We will continue to develop positive relationships with our fundraisers, volunteers, sponsors and partners.
- We will actively promote our fundraising events via a variety of communication routes and by utilising our website capabilities.
- We will increase our engagement with staff across the Health Board and raise awareness of how the health charity can support services.
- We will inform our supporters, fundraisers, service users and general public of how their legacy donations can significantly support the Health Board via our 'Leave a Gift in your Will' awareness campaign.
- We will develop new and innovative communications and marketing initiatives to ensure the Health Charity is considered one of the official charities of choice for those involved in health and wellbeing.
- We will, as per the financial plan, look to raise the income of the General Purpose Fund.

Launch new Health Charity website	New merchandise and marketing material	Brand recognition using new pod and estate
Promote Health Charity using social and digital media	Review, increase and improve fundraising events and opportunities	Increase awareness of legacy giving, staff lottery and partnership opportunities

Tolley-Laura
03/05/2016 16:34:37

DELIVERY

To deliver our strategic plan, we will invest in the four pillars of the Health Charity on which we'll continue to develop services provided by the Health Charity to patients, staff and communities of Cardiff and the Vale of Glamorgan:

The Four Pillars

Priorities - aligned to the strategy	**Income generation**	**Financial plan**	**Passion of individuals**

We will aim to do this by:

- **Raising awareness.**
- **Fundraising.**
- **Education and wellbeing.**
- **Providing support.**
- **Engagement.**

We will achieve these objectives through our charitable bids process, fast track bids process, volunteering and fundraising programmes, enabled by:

- **Generate income through our investment, fundraising, "Leave a Gift in your Will" awareness campaign and staff lottery.**
- **Produce a full schedule of fundraising activities and events.**
- **Increasing our visibility and profile within the hospitals and wider community.**
- **Health Charity staff development.**
- **Engagement with our community.**
- **Arts Programmes.**
- **Supporting the Third Sector with our annual Grant Scheme.**
- **Collaborating with organisations and businesses.**
- **Developing our corporate and charity partnerships.**
- **Managing and supporting fundraising events.**
- **Celebrating the Welsh language and marking cultural events.**

Tudalen 45/195

Cardiff & Vale HealthCharity Elusenlechyd Caerdydd a'r Fro

GOVERNANCE ARRANGEMENTS

To ensure that we comply with the requirements of the Trustees, there will be an annual planning focus led by the Executive Lead for the Health Charity and the Health Charity Committee Chair.

Our annual focus

- **Pre-planned events.**
- **Financial proces and income generation - linking into priorities.**
- **Board to decide on the length and support for each project.**

Generate income for the General Purpose Fund

- **Big income events.**
- **Fundraising.**
- **Relationship building/promoting the charity's message.**
- **Brand awareness and PR.**

Evaluating success

- **Difference the charity makes to staff, patients and communities, going above and beyond.**
- **Branding/added value - good news stories and the impact of projects funded through the charity.**
- **Financial benefits.**

The implementation of this strategy will be supported by the Charitable Funds Committee of Cardiff & Vale Health Charity.

Registered with the Charity Commission: 1056544.

Tolley,Laura
03/05/2020 16:34:37

Report Title:	DRAFT CARDIFF & VALE HEALTH CHARITY ANNUAL REPORT 2018-2019						
Meeting:	Charitable Funds Committee				Meeting Date:	17.03.20	
Status:	For Discussion		For Assurance		For Approval	X	For Information
Lead Executive:	Executive Nurse Director						
Report Author (Title):	Director of Communications, Arts, Health Charity and Engagement						

Background and current situation:

Cardiff and 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.

Cardiff and Vale University Health Board holds Charitable Funds as sole corporate trustee and the board members of the Health Board are jointly responsible for the management of those charitable funds. The management of Charitable Funds is a delegated responsibility from the Trustees, via the Charitable Funds Committee, to the Finance Dept. of Cardiff and Vale University Health Board.

The day to day administration of funds and operational management of the Health Charity is undertaken by a team of staff based at Woodland House.

This draft report is provided to the Charitable Funds Committee on an annual basis. This year's report has been produced in a revised format. We have produced the report in an easily readable and understandable format to reflect the busy year that the Health Charity has had, whilst incorporating the statutory information required by the Finance Dept. We anticipate this report will therefore appeal to all readers.

This draft report covers the activities of the Health Charity for the period 1st April 2018 - 31st March 2019. The initial report was presented to the CFC in September 2019 and has subsequently received approval from the Auditor General for Wales, following their audit of the financial statement therein.

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

This draft report covers the activities of the Health Charity for the period 1st April 2018 - 31st March 2019. The initial report was presented to the CFC in September 2019 and has subsequently received approval from the Auditor General for Wales, following their audit of the financial statement therein.

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

The initial draft report was presented to the CFC in September 2019 and was approved in principle.
The report has subsequently received approval from the Auditor General for Wales, following their audit of the financial statement therein.

Tolley,Laura
03/05/2020 16:34:3

Recommendation:

The Charitable Funds Committee is asked to:

Approve the final version of the progress and activities of the Health Charity Fundraising Team plus the statement of financial accounts for Charitable Funds, as advised in the Draft Health Charity Annual Report 2018-19 and for publishing accordingly.

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 *If "yes" please provide copy of the assessment. This will be linked to the report when published.*

Tolley,Laura
03/09/2020 16:34:3

GIG CYMRU NHS WALES

Bwrdd Iechyd Prifysgol Caerdydd a'r Fro

Cardiff and Vale University Health Board

Cardiff & Vale HealthCharity Elusenlechyd Caerdydd a'r Fro

Annual Report 2018-19

Every donation making healthcare better

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Tolley,Laura
03/05/2020 16:36:15

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

Introduction from the Chair of the Charitable Funds Committee

I am delighted to report that in 2018 -19 Cardiff & Vale Health Charity had a very successful year supporting a wide variety of patient and staff projects throughout Cardiff and Vale University Health Board. The Health Charity spent £1,884,000 in total, supporting numerous good causes and enhancing services.

The Health Charity relies on the support of our generous fundraisers, donors and volunteers, and in 2018-19 we demonstrated a strong financial performance, generating an income of £2,000,000 It is pleasing to note that both donations and staff lottery income have increased; a testament to the hard work and care shown in our hospitals and community health centres.

This year has seen the Health Charity undergo a structural reorganisation, including the development of a business unit model, increasing its available resources and thereby maximising its support to fundraising opportunities, charitable events, appeals and awareness raising. All of which helps raise valuable funds to support patients, staff and the general public in our local community, who are connected with the Health Board in some way.

In 2018-19, the Health Charity experienced many fantastic successes and achievements which are highlighted in this report. I hope you find these stories as interesting and inspiring as I do.

Akmal Hanuk,
Chair, Charitable Funds Commitee

Tolley,Laura
03/05/2020 16:34:37

Our year in photos

Tolley,Laura
03/05/2020 16:

Our year at a glance

This year, you've helped to raise a total of £2 million pounds to help make things better.

Donations
£732,000

Legacies
£740,000

Investments
£207,000

Other trading activities:

STAFF LOTTERY
£242,000

£79,000

Our Appeals

Prop – Supporting Brain Injury Rehab
£46,408

Ein Berllan Our Orchard
£15,993

make it better fund
£25,512

The Breast Centre Cardiff and Vale
£150,950

better life
£81,795

1,911 new followers

In for a Penny – Small change, Big reward...
£1,681

593 new followers

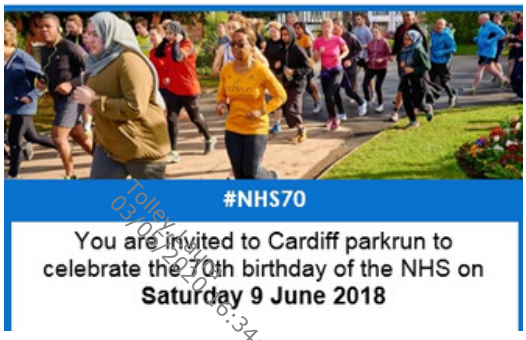
Tolley, Laura
03/05/2020 16:34:37

Cardiff Bay Bed Push Challenge

Over 300 people came out in the May sunshine to take part in the first ever bed push and 5k and 10k run at Cardiff Bay Barrage to celebrate the NHS at 70. The event raised over £8,500 for the PROP Appeal and was featured on ITV Wales News, Walesonline.

Len's Challenge

Over 100 people supported the Health Board's Chief Executive, Len Richards on his challenge of walking 176 miles along Offa's Dyke Path raising over £6,000 to be divided between two charities close to his heart - Cardiff & Vale Health Charity and Improving Chances.



Parkrun NHS at 70

A special Parkrun event was held at Blackweir in Cardiff to celebrate the NHS at 70. Hundreds of Parkrunners came out to run 5k to say thank you to the NHS and their staff. The Health Charity reached out to runners in the local community, sharing information about events and how they could help raise funds for their local ward or hospital. The event was publicised on BBC Wales Today News.

Celebrating the NHS at 70

On the 70th birthday of the NHS, tea parties were held on the wards throughout hospitals within the Health Board to raise money for the Health Charity. Over 1,000 patients enjoyed a cream tea or fruit which was served to them by a member of the Executive Team so they felt part of the celebration, the tea was funded by the Health Charity.

Wellbeing sessions for staff

Wellbeing sessions have been extremely popular with staff throughout all hospitals to help them relax, unwind and take some time out of their hectic schedules.

These sessions were supported by the Health Charity and UNISON where staff could receive a neck, hand or back massage from a trained therapist. Electronic chair massagers and shiatsu neck massagers were also purchased for staff to use as part of the initiative.

Bees create a buzz

There was a buzz in the air when members of staff from the Health Board took part in an Introduction to Beekeeping course as part of the WellBeeing Project. The course helps staff to care for bees that will be located in hives around Health Board premises.

Tolley, Laura
03/05/2019 16:34:37

The WellBeeing project is a partnership collaboration between New Link Wales Buzzin' Project, Cardiff University, Cardiff & Vale Health Charity and the Health Board.

Cardiff Half Marathon

Over 450 people took part in the Cardiff Half Marathon, with income from the event reaching almost £100,000 for the Health Charity. Staff ran to raise money for their wards, patients and their families ran to say thank you for the care they received. The inspirational stories from our runners appeared on BBC Wales Today, Walesonline and hit international press with our social media reaching 300,000 people.

First ever PROP Ball

The Health Charity held it's first ever Blue Tie Ball for the PROP Appeal at Cardiff City Football Club. Almost 400 people attended, all with the sole intention of raising money for the PROP Appeal, which supports those suffering from brain injuries at Rookwood Hospital. Income from the event reached £23,000 and cemented the relationship between the Health Charity and Cardiff City FC which has since led to bucket collections and promotional opportunities.

Christmas - a time for giving

From Christmas gift appeals for looked after children in the local community to sporting festive jumpers and taking part in toy appeals, the Health Charity had Christmas covered and raised plenty of funds as well as smiles during the festive period. Each ward was able to apply for funds to buy gifts for those patients on the wards at Christmas, helping to make it better.

Tony Laura 09/05/2019 14:34:32

Breast Centre gym opens

A gym opened at University Hospital Llandough to help those having treatment for breast cancer feel fitter, stronger and improve their confidence. Fundraiser, Irene Hicks raised money for the Breast Centre Appeal to develop the facility in memory of her three sons - the gym was named the McCarthy Suite in their memory. This story was covered on ITV Wales news, both daytime and evening.

Staff Recognition Awards

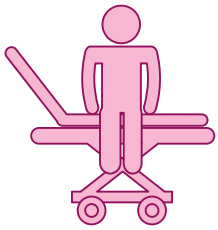
Every year we celebrate our fantastic staff at the annual Staff Recognition Awards ceremony.
The Health Charity has committed to financially supporting this event for the next five years, showing we're proud to support our staff. Twitter was used to publicise the event using #CAVSRA which was trending in the UK and staff had a tweet of good luck from Hollywood actor, Michael Sheen.

Ellie's Journey

10 year old Ellie Lewis, decided that she would undertake a year of fundraising for the Better Life Appeal. Ellie's father has Cystic Fybrosis and receives treatment at the centre in Llandough. Ellie has climbed Pen y Fan every month for six months, climbed Snowdon and plans to complete the SAS training climb called the Fan Dance. Her story has been aired on S4C, Walesonline and in the South Wales Guardian.

How we've spent your money

This year, we've spent £1,516,000 making things better for our patients and staff.

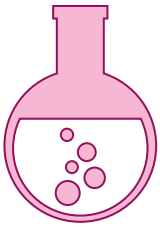


71%

Patient education and welfare

24%

Staff education and welfare



5%

Research and additional costs

Tolley,Laura
03/05/2020 16:34:37

To find out more please visit www.healthcharity.wales

GIG CYMRU NHS WALES

Bwrdd Iechyd Prifysgol Caerdydd a'r Fro

Cardiff and Vale University Health Board

Cardiff & Vale HealthCharity ElusenIechyd Caerdydd a'r Fro

Annual Accounts 2018-19

Tolley, Laura
03/05/2020 16:34:37

Every donation making healthcare better

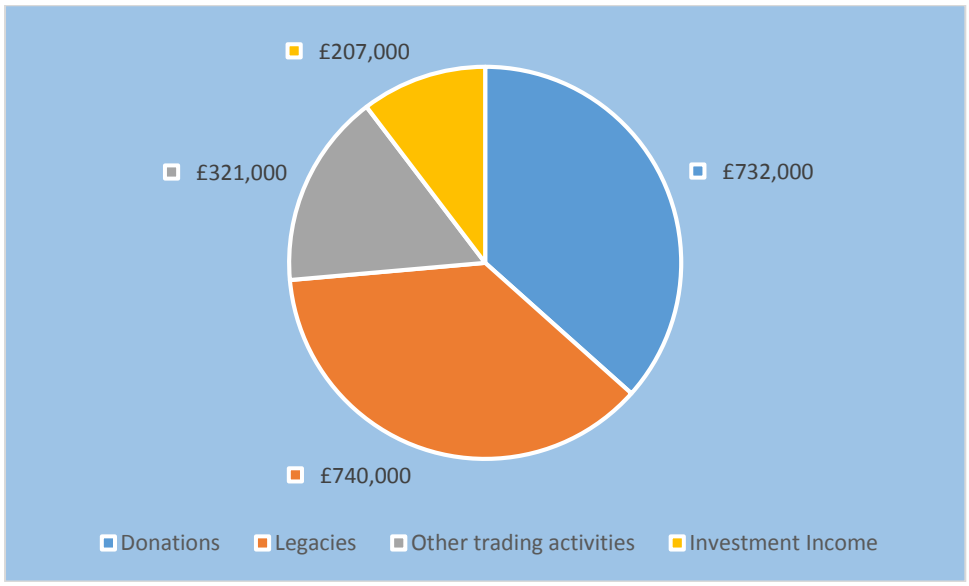
Financial Achievements and Performance

Income Summary

Incoming resources for the year 2018/19 totalled £2,000,000 which represents an increase of £540,000 from the previous financial year.

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

Income Analysis



Donations (36% - £732,000)

The Charity is very grateful to have received donations of £732,000 to help us achieve our goals and objectives.

Legacies (37% - £740,000)

The Charity received £740,000 in legacies. We are extremely grateful to those individuals who remembered our wards and departments in their will.

Other Trading Activities (16% - £321,000)

The Charity generated £242,000 from the Cardiff and Vale Staff Lottery and a further £79,000 from other trading activities.

Investment Income (11% - £207,000)

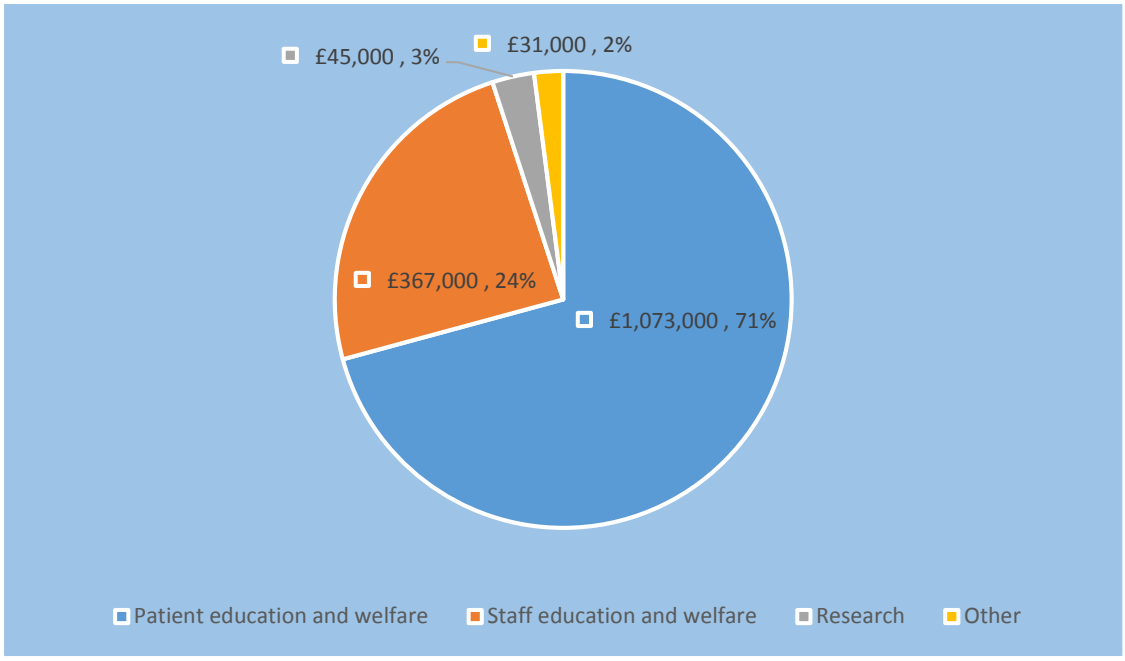
Dividends and Interest from the Charity's Investment Portfolio was £207,000.

Tolley, Laura
03/05/2020 16:34:37

Expenditure Summary

In 2018/19 expenditure on charitable activities was £1,516,000. This included patient education and welfare, staff education and welfare, research and other expenditure.

Expenditure Analysis



Investments and Performance

During 2018/19 the Charity had market value gains of £337,000.

Overall financial position

Note 2 in the accounts provides additional information to the re-statement of the opening balances.

The overall value of the Charity as at 31st March 2019 has increased from an opening balance of £10,183,000 to £10,679,000.This movement of £496,000 is represented by net income of £116,000, investment gains of £337,000 and asset revaluation of £43,000.

Tolley,Laura
03/05/2020 16:34:37

Structure, Governance and Management

The Charity

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

Registration

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

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

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

Constitution

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

Hurley,Laura
03/05/2020 16:34:37

Independent Members

Maria Battle	Chair (Until 18th August 2019)
Charles Janczewski	Vice Chair (Until 5th August 2019) and Interim Chair (from 6th August 2019)
Akmal Hanuk	Independent Member – Local Community
Dawn Ward	Independent Member – Trade Union
Eileen Brandreth	Independent Member – Information, Communication and Technology
Prof Gary Baxter	Independent Member – University
John Union	Independent Member - Finance
John Antioniazzi	Independent Member – Estates
Sara Moseley	Independent Member – Third Sector
Michael Imperato	Independent Member – Legal
Susan Elsmore	Independent Member – Local Authority

Officer Members

Len Richards	Chief Executive
Dr Sharon Hopkins	Executive Director of Public Health until 30/09/18.Director of Transformation from 01/10/18.Deputy Chief Executive
Fiona Kinghorn	Interim Director of Public Health from 01/10/18
Robert Chadwick	Director of Finance
Stuart Walker	Executive Medical Director
Martin Driscoll	Director of Workforce and OD
Abigail Harris	Director of Planning
Fiona Jenkins	Director of Therapies and Health Sciences
Ruth Walker	Executive Nurse Director
Steve Curry	Chief Operating Officer
Nicola Foreman	Director of Corporate Governance

Charitable Funds Committee

The Committee is empowered with the responsibility to:

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

The members of the committee who served during 2018/19 are listed below:

Tolley,Laura
03/05/2020 09:38:31

Akmal Hanuk	Chair CFC
Fiona Jenkins	Executive Director of Therapies
Maria Battle	Chair – Cardiff & Vale Health Board
Dawn Ward	Independent Member – Trade Union
Christopher Lewis	Deputy Director of Finance

John Union Independent Member – Finance

Charitable Funds

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

We manage three types of funds:

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

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

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

The day to day administration of funds is undertaken by:

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

Investment Risk Management

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

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

Reserves Policy

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

Bolley,Laura
03/09/2020 16:33:02

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

- A separate fixed asset investment reserve, based on 10% of the value fixed asset investments (circa £550,000)

- A minimum of £500,000 to ensure that there is sufficient funds for on-going commitments

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

Investment Contract Risk

Cardiff and Vale Health Charity currently has a contract with Cazenove Capital Management which was awarded in September 2015 for an initial period of two years with an option to extend for a further two years. The Charitable Funds Committee agreed to exercise the option of extending the contract for a further two years to September 2019.The current contract has been extended to 31st December 2019. The Health Board is to undertake a new procurement tender exercise and therefore in order to comply with Standing Financial Instructions an agreement will be put in place with Cazenove to the 31st March 2020 with the existing terms and conditions.

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

Financial Control Risk

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

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

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

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

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

Tolley,Laura
03/05/2020 16:34:37

Advisors

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

Tolley,Laura
03/05/2020 16:34:37

CARDIFF & VALE HEALTH CHARITY ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

Foreword

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

Statutory Background

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

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

Main Purpose of the Funds Held on Trust

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

Tolley,Laura
03/05/2020 16:34:37

CARDIFF & VALE HEALTH CHARITY
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2019

	Note	Unrestricted funds £000	Restricted funds £000	Endowment funds £000	Funds Total 2018/19 £000
Incoming resources from generated funds					
Donations and Legacies	4	947	525	0	**1,472**
Other trading activities	5	3	318	0	**321**
Investments	6	145	61	1	**207**
Total incoming resources		**1,095**	**904**	**1**	**2,000**
Expenditure on :					
Raising funds	7	211	157	0	**368**
Charitable activities	8	983	511	22	**1,516**
Total expenditure		**1,194**	**668**	**22**	**1,884**
Net gains / (losses) on investments	14	237	98	2	337
Net income / (expenditure)		138	334	-19	453
Transfer between funds		10	-6	-4	0
Net movement in funds		148	328	-23	453
Gains / (losses) on revaluation of fixed assets	13			43	43
Reconciliation of Funds		148	328	20	496
Total Funds brought forward as at 1 April 2018 (Restated)	20	5,997	1,663	2,523	10,183
Total Funds carried forward as at 31 March 2019		**6,145**	**1,991**	**2,543**	**10,679**

Note 2 provides additional information relating to the restatement of balances.

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

Tolley,Laura
03/05/2020 16:34:37

CARDIFF & VALE HEALTH CHARITY
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2018

	Note	Unrestricted funds £000	Restricted funds £000	Endowment funds £000	Funds Total 2017/18 (Restated) £000
Incoming resources from generated funds					
Donations and Legacies	4	648	358	0	**1,006**
Other trading activities	5	0	253	0	**253**
Investments	6	150	50	1	**201**
Total incoming resources		**798**	**661**	**1**	**1,460**
Expenditure on :					
Raising funds	7	93	102	0	**195**
Charitable activities	8	1,282	349	21	**1,652**
Total expenditure		**1,375**	**451**	**21**	**1,847**
Net gains / (losses) on investments	14	-92	-26	-1	**-119**
Net income / (expenditure)		-669	184	-21	**-506**
Transfer between funds		19	-19	0	**0**
Net movement in funds		-650	165	-21	-506
Gains / (losses) on revaluation of fixed assets	13			94	94
Reconciliation of Funds		-650	165	73	-412
Total Funds brought forward as at 1 April 2017	20	6,647	1,498	2,450	10,595
Total Funds carried forward as at 31 March 2018		**5,997**	**1,663**	**2,523**	**10,183**

Note 2 provides additional information relating to the restatement of balances.

Tolley,Laura
03/05/2020 16:34:37

CARDIFF & VALE HEALTH CHARITY
BALANCE SHEET AS AT 31 MARCH 2019

	Note	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 31 March 2019 £000	Total 31 March 2018 (Restated) £000
Fixed assets:						
Tangible Assets	13	0	0	2,503	**2,503**	**2,480**
Investments	14	4,498	1,576	40	**6,114**	**6,477**
Total fixed assets		**4,498**	**1,576**	**2,543**	**8,617**	**8,957**
Current assets:						
Debtors	15	467	31	0	**498**	**238**
Cash and cash equivalents	16	1,393	455	0	**1,848**	**1,211**
Total current assets		**1,860**	**486**	**0**	**2,346**	**1,449**
Liabilities:						
Creditors: Amounts falling due within one year	17	213	71	0	**284**	**223**
Net current assets / (liabilities)		**1,647**	**415**	**0**	**2,062**	**1,226**
Total assets less current liabilities		**6,145**	**1,991**	**2,543**	**10,679**	**10,183**
Total net assets / (liabilities)		**6,145**	**1,991**	**2,543**	**10,679**	**10,183**
The funds of the charity:						
Endowment Funds	20	0	0	40	**40**	**43**
Revaluation Reserve	20	0	0	2,503	**2,503**	**2,480**
Restricted income funds	20	0	1,991	0	**1,991**	**1,663**
Unrestricted income funds	20	6,145	0	0	**6,145**	**5,997**
Total funds		**6,145**	**1,991**	**2,543**	**10,679**	**10,183**

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

On behalf of Director of Finance

Mr Robert Chadwick

Date……

Tolley,Laura
03/05/2020 16:34:37

CARDIFF & VALE HEALTH CHARITY
STATEMENT OF CASH FLOWS FOR THE YEAR ENDING
31 MARCH 2019

	Note	Total Funds 2018-19 £000	Total Funds 2017-18 £000
Cash flows from operating activities:			
Net cash provided by (used in) operating activities	18	**-270**	**-477**
Cash flows from investing activities:			
Dividend, interest and rents from investments	6	207	201
Movement in Investment Cash	14	104	-110
Proceeds from the sale of investments		1,570	579
Purchase of investments	14	-974	-469
Net cash provided by (used in) investing activities		**907**	**201**
Change in cash and cash equivalents in the reporting period		**637**	**-276**
Cash and cash equivalents at the beginning of the reporting period	16	1,211	1,487
Cash and cash equivalents at the end of the reporting period	16	**1,848**	**1,211**

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

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NOTES TO THE ACCOUNTS

1. Accounting policies

a) Basis of Preparation

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

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

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

The Trustees consider that there are no material uncertainties about the Charity’s ability to continue as a going concern. There are no material uncertainties affecting the current year’s accounts.

In future years, the key risks to the Charity are a fall in income from donations or a fall in investment income but the Trustees have arrangements in place to mitigate those risks (see the Investment Risk Management and Reserves Policy sections of the annual report for more information).

The Charity meets the definition of a public benefit entity under FRS 102

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

- A restricted fund or
- An endowment fund

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

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

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Those funds which are neither endowment nor restricted income fund, are unrestricted income funds which are sub analysed between designated (earmarked) funds where the trustees have set aside amounts to be used for specific purposes or which reflect the non-binding wishes of donors and unrestricted funds which are at the trustees' discretion, including the general fund which represents the charity's reserves.

c) Incoming resources

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

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

d) Income resources from legacies

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

Receipt is probable when:

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

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

e) Income resources from endowment funds

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

f) Resources expended and irrecoverable VAT

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

- There is a present legal or constructive obligation resulting from a past event
- It is more likely than not that a transfer of benefits (usually a cash payment) will be required in settlement
- The amount of the obligation can be measured or estimated reliably. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

A constructive obligation arises when:

- We have communicated our intention to award a grant to a recipient who then has a reasonable expectation that they will receive a grant

- We have made a public announcement about a commitment which is specific enough for the recipient to have a reasonable expectation that they will receive a grant

- There is an established pattern of practice which indicates to the recipient that we will honour our commitment.

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

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

g) **Allocation of support costs**

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

h) Fundraising costs

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

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i) Charitable Activities

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

j) Debtors

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

k) Cash and cash equivalents

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

l) Creditors

Creditors are amounts owed by the charity. They are measured at the amount that the charity expects to have to pay to settle the debt.
Amounts which are owed in more than a year are shown as long term creditors.

m) Realised gains and losses

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

n) Fixed Assets

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

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

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Professional valuations are carried out by the District Valuer Service every five years, which (as the commercial arm of the Valuation Office Agency) is part of HMRC. The valuations are carried out in accordance with Institute of Chartered Surveyors (RICS) Appraisal and Valuation Manual insofar as these terms are

consistent with the agreed requirements of the Welsh Government and HM Treasury. Movements in revaluations are recognised in the Revaluation Reserve.

Depreciation

i) Depreciation is charged on each main class of tangible asset as follows: land and assets in the course of construction are not depreciated. Buildings, installations and fittings are depreciated on their revalued amount over the assessed remaining life of the asset as advised by the professional valuers;
ii) Impairments, where incurred in the year, are separately identified in note 7 and charged to the funds of the charity where caused by price fluctuations and to the Statement of Financial Activities for the year when the impairment was recognised.
iii) The estimated remaining life of the assets are split between engineering (15 years) and structure (45 years).

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

2. Prior Year Restatement (Expenditure)

During the course of the audit of the 2018/19 statements it emerged that expenditure totalling £61,580.76 had been omitted from the preparation of the 2017/18 statements. As a result the Statement of Financial Activities, Balance Sheet and relevant notes have been amended to include these omissions.

3. Related party transactions

Cardiff and Vale University Local Health Board is the Corporate Trustee of the Charity.
During the year, other than noted below, there are no other material related party transactions involving the Corporate Trustee, board members or senior key management staff.

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

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

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

The table below relates to the related party financial transactions for financial year 2017/18.

Related Party	Payments to related party 2017/18 £000	Receipts from related party 2017/18 £000	Amounts owed to related party 2017/18 £000	Amounts due from related party 2017/18 £000
Cardiff and Vale Health Board	348		41	11
Cardiff University	28			
University of South Wales	12			
Cardif City Council	5			
Vale of Glamorgan		4		
Abertawe Bro- Morgannwg	3			
Teenage Cancer Trust	42			

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

Board Member	Related Party Relationship
Mrs Eileen Brandeth	Director of Information and Technology at Cardiff University
Gary Baxter	Pro Vice Chancellor of the College of Biomedical and Life Sciences at Cardiff University
Charles Janczewski	Chair of Governance Board for Health & Wellbeing Academy at Swansea University
Susan Elsmore	Elected Member for Health Housing & Wellbeing for the City of Cardiff Council.
Len Richards	Advisor to the Life Sciences Hub Wales Board (Welsh Government). He is also independent member of Cardiff University.
John Union	Ambassador of Blake Morgan Solicitors

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4.Income from donations and legacies

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 2018-19 £000	Total 2017-18 £000
Donations	543	189	0	**732**	701
Legacies	404	336	0	**740**	305
	947	**525**	**0**	**1,472**	**1,006**

5.Other trading activities

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 2018-19 £000	Total 2017-18 £000
Staff lottery	0	242	0	**242**	227
Other trading	3	76	0	**79**	26
	3	**318**	**0**	**321**	**253**

6.Gross investment income

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 2018-19 £000	Total 2017-18 £000
Fixed asset equity and similar investments.	139	58	1	**198**	198
Short Term Investments	6	3	0	**9**	3
Deposits and cash on deposit					
	145	**61**	**1**	**207**	**201**

7. Analysis of expenditure on raising funds

	Unrestricted funds £000	Restricted funds £000	Total 2018-19 £000	Total 2017-18 £000
Fundraising office	194	72	**266**	97
Fundraising events	0	78	**78**	72
Investment management fees	17	7	**24**	26
	211	**157**	**368**	**195**

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8. Analysis of charitable activity

	Activities taken directly £000	Support costs £000	Total 2018-19 £000	Total 2017-18 (Restated £000
Patient education and welfare	991	82	**1,073**	997
Staff education and welfare	340	27	**367**	539
Research	42	3	**45**	95
Other	9	2	**11**	0
Depreciation	20	0	**20**	21
	1,402	**114**	**1,516**	**1,652**

9. Grants

The charity does not make grants to individuals or to the Health Board. The charity does operate a Charitable Funds Bids Panel which approves grants to the Third Sector on an annual basis. During 2018/19 the Charity approved a sum of £25,000 to the Third Sector. No grants were made available for the period 2017/18.

Organisation/ Activity	2018/19 £000	2017/18 £000
Recovery Cymru Community	3	0
Wales Council For Deaf People	2	0
Cruse Bereavement Care	4	0
Church Army	7	0
ADHD	4	0
The Good Gym Ltd	5	0
Total	**25**	**0**

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10. Allocation of support costs

	Raising funds £000	Charitable activities £000	Total 2018-19 £000	Total 2017-18 £000
Governance				
External audit (AGW)	0	10	**10**	10
Internal Audit	0	10	**10**	9
Investment management fees	24	0	**24**	26
Total governance	**24**	**20**	**44**	**45**
Finance and administration	0	94	**94**	92
	24	**114**	**138**	**137**

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total Funds 2018-19 £000
Raising funds	17	7	0	**24**
Charitable activities	80	34	0	**114**
	97	**41**	**0**	**138**

11. Trustees' remuneration, benefits and expenses

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

12. Auditor’s remuneration

The auditor’s remuneration of £10,000 (2017/18:£10,000) relates to the audit of the statutory annual report and accounts only.

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13. Tangible fixed Assets

	Freehold land and buildings 2018/19 £000	Freehold land and buildings 2017/18 £000
Cost or valuation		
Opening Balance	2,500	2,512
Additions	0	0
Revaluations	43	-12
Disposals	0	0
Impairments	0	0
Closing Balance	**2,543**	**2,500**
Accumulated depreciation		
Opening Balance	20	106
Disposals	0	0
Revaluations	0	-106
Impairments	0	0
Charge for year	20	20
Closing Balance	**40**	**20**
Opening NBV	**2,480**	**2,406**
Closing NBV	**2,503**	**2,480**

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

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14.Fixed asset investments

Movement in fixed assets investments

	Investments Listed on Stock Exchange	Cash Held in Investment Portfolio	Total 2018-19	Total 2017-18
	£000	£000	£000	£000
Market value brought forward	6,114	363	**6,477**	6,596
Add: additions to investments at cost	974		**974**	469
Less disposals at carrying value	(1,454)		**(1,454)**	(551)
Add any gain / (loss) on revaluation	221		**221**	(147)
Movement of cash held as part of the investment portfolio		(104)	**(104)**	110
Market value as at 31st March 2019	**5,855**	**259**	**6,114**	**6,477**

The gain on revaluation relates to the unrealised gain, however the overall gain of £337,000 as shown in the Statement of Financial Activities is calculated by also adjusting for realised gains of £116,000 (2017-18 £28,000). As at 31 March 2019 the following Investment was considered material: UBS ETF MSCI USA Socially Responsible ETF: This holding represents 8.8% of the total portfolio.

The main shorter term risk from financial instruments lies in the combination of capital volatility and consistency in annual income. The current environment remains relatively challenging for investors, with escalating trade tensions and slowing economic growth likely to be continued source of shorter term volatility. Within such an environment, the focus remains on ensuring sufficient diversification across both asset class and geography to minimise risk towards any one specific event. To take Brexit as an example - given the ultimate outcome is uncertain the portfolio is managed with consideration for both a poor outcome (via, for example, also having overseas equity exposure rather than just the UK) and a good outcome (by having selective exposure to attractively valued UK domestic companies).

Against the long-term strategy, the portfolio holds a neutral position towards equities to benefit from continued earnings growth, although profits were taken over the course of the year. The equity exposure is highly diversified across different sectors and geographies. To provide differentiated sources of returns, the portfolio is overweight to alternatives, such as infrastructure, together with commercial property. Given the low yields available from bonds and the risk that capital values could be eroded, the portfolio retains an underweight position towards fixed income. The portfolio also holds a tactical cash weighting to allow for the investment advisors to take advantage of any volatility or opportunities as they arise. The Cardiff and Vale portfolio is being managed in line with other Charities at Cazenove Capital with a similar risk mandate.

The Charity's Investments are handled by investments advisors appointed by the Charity using the appropriate Health Board purchasing contract process. The Charity operates an investment policy that provides for a high degree of diversification of holdings within investment asset classes. A large proportion of investments are made with companies listed on a UK stock exchange or incorporated in the UK. The majority of expenditure is financed from donations and legacies and there are no borrowings, therefore the Charity is not exposed to significant liquidity risk. The Investment Management Company attends the Charitable Funds Committee twice a year to discuss all aspects of investment performance and the factors influencing the performance. The asset class allocation is an integral part of the discussion as this is intrinsically linked to minimising risk within the portfolio.

15. Analysis of current debtors

Debtors under 1 year	Total 31 March 2019 £000	Total 31 March 2018 £000
Accrued income		
Other debtors	445	164
Prepayments	53	74
	498	**238**
Debtors over 1 year		
Other debtors	0	0
Total debtors	**498**	**238**

16. Analysis of cash and cash equivalents

	31 March 2019 £000	31 March 2018 £000
Cash in hand	1,848	1,211
	1,848	**1,211**

17. Analysis of liabilities

	Total 31 March 2019 £000	Total 31 March 2018 (Restated) £000
Creditors under 1 year		
Other creditors	245	205
Accruals	39	18
	284	**223**
Total creditors	**284**	**223**

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

	Total 2018-19 £000	Total 2017-18 (Restated) £000
Net income / (expenditure) (per Statement of Financial Activities)	453	(506)
Adjustment for:		
Depreciation charges	20	20
(Gains) / losses on investments	(337)	119
Dividends, interest and rents from investments	(207)	(201)
(Increase) / decrease in debtors	(260)	1
Increase / (decrease) in creditors	61	90
Net cash provided by (used in) operating activities	**(270)**	**(477)**

19. Role of volunteers

The Charity is extremely grateful to have such wonderful support from so many kind people who continually give their time, support and energy to help raise funds for the Cardiff and Vale Health Charity.

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

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20. Analysis of Funds

	Balance 1 April 2018 £000	Income £000	Expenditure £000	Transfers £000	Gains and losses £000	Balance 31 March 2019 £000
Catherine Jenkins	43	1	(2)	(4)	2	40
	43	**1**	**(2)**	**(4)**	**2**	**40**

b. Analysis of restricted and material designated fund movements

	Balance 1 April 2018 £000	Income £000	Expenditure £000	Transfers £000	Gains and losses £000	Balance 31 March 2019 £000
Cystic Fibrosis Better Life Appeal Fund	325	81	(24)			382
Phillips Legacy - Asthma Research	175	37	(5)			207
Breastcare Unit - General Purpose	238	151	(182)	(14)		193
May Legacy - Asthma Research		145	(3)			142
Murphy Legacy (Morfa Day Unit - General Purpose)	104	4	(7)			101
Childrens Telemetry Appeal (General Purpose)	90	4	(2)			92
Tweedie Legacy - Glaucoma Research	89	3	(3)			89
UHW General	78		(13)		16	81
Gould Legacy (Haematology)		82				82
Gould Legacy (Bone Marrow Unit)		82				82
Staff and Patient Welfare Summary	76		(38)		48	86
Other	488	315	(391)	8	34	454
	1,663	**904**	**(668)**	**(6)**	**98**	**1,991**

c. Analysis of unrestricted and material designated fund movements

	Balance 1 April 2018 (Restated) £000	Income £000	Expenditure £000	Transfers £000	Gains and losses £000	Balance 31 March 2019 £000
Unrestricted Delegated	1,230		-187		237	1,280
Unresticted Non Delegated	967		-437	-86		444
Hughes Legacy (Cardiology)		319	-1			318
UHW Nurses	233	64	-48			249
Biggs Legacy Cardiac Research	156	6	-12			150
Geriatric Research (UHW)	132	5	-3			134
Leukaemia & Lymphona	117	18	-8			127
UHW Patients General	121	4	-3			122
Haematology Day Unit	94	18	-6			106
Orchard (Llandough)	84	16	-6			94
C.U.R.E. (UHW)	67	17	-3			81
Barry Hospital General Purpose		1	-7	100		94
Other	2,796	627	-473	-4		2,946
	5,997	**1,095**	**-1,194**	**10**	**237**	**6,145**

d. Revaluation Reserve

	` 1 April 2018 £000	Income £000	Expenditure (Depreciation) £000	Transfers £000	Gains and losses £000	Balance 31 March 2019 £000
Rookwood	2,480		-20		43	2,503
	2,480	**0**	**-20**	**0**	**43**	**2,503**

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Additional notes

21. Commitments

All commitments are funded from unrestricted general funds.

Name of commitment	£000
Patient WIFI (CFC 15/027) (1 Year)	46
Third Sector Grants (CFC 18/069) (1 Year)	33
Horatio's Garden (CFC16/143) (1-3 Years)	500
Nutrition and Hydration extension on medical wards (CFC 16/160) (1-2 years)	123
Lung Research Studies (CFC 16/161) (1-2 years)	62
Arts Funding (CFC 18/074) (1-2 years)	50
Sign Language Training (CFC 18/075) (1 Year)	12
Promoting Health and Health Charity Messaging & Visability (CFC 18/077) (1 Year)	60
Platform events (CFC 19/03/24) (1 year)	20
	906

22. Donated Assets

During the year the Charity purchased assets to the value of £144,000. These are included in the Charity's Statement of Financial Activities and are classified as Donated Assets in the LHB Financial Statements.

23. Post Balance Sheet Events

The financial statements are required to reflect the conditions applying at the end of the financial year. Therefore no adjustments are made for any changes in fair value of investments between 31 March 2019 and the date the financial statements are approved. The fair value of investments held by the Charity at 31st March 2019 has changed in the intervening period as follows:

	31 March 2019	12 December 2019
	£000	£000
Investment	6,114	6,332

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STATEMENT OF FINANCIAL TRUSTEE RESPONSIBILITIES

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

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

.....……..2020 ……On behalf of Financial Trustee

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STATEMENT OF TRUSTEE RESPONSIBILITIES

IN RESPECT OF THE ACCOUNTS

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

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

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

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

By order of the trustee

Signed:

Trustee ..... Dated 2020

On behalf of Financial Trustee ..... Dated 2020

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

Report on the audit of the financial statements

Opinion

I have audited the financial statements of Cardiff and Vale University Local Health Board Charity for the year ended 31 March 2019 under the Charities Act 2011. These comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In my opinion the financial statements:

- give a true and fair view of the state of affairs of the charity as at 31 March 2019 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities Act 2011.

Basis for opinion

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

Conclusions relating to going concern

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

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

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Report on other requirements

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

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

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

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

Responsibilities

Responsibilities of the trustee for the financial statements
As explained more fully in the statement of trustee responsibilities set out on page 43, the trustee is responsible for preparing the financial statements in accordance with the Charities Act 2011, for being satisfied that they give a true and fair view, and for such internal control as the trustee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
In preparing the financial statements, the trustee is responsible for assessing the charity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless deemed inappropriate.

Auditor's responsibilities for the audit of the financial statements
I have been appointed as auditor under 150 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

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

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

Tollman, Laura
03/05/2021 16:34:37

Adrian Crompton
Auditor General for Wales
30 January 2020

24 Cathedral Road
Cardiff
CF11 9LJ

Report Title:	Patron Process and Strategy						
Meeting:	Charitable Funds Committee Meeting				Meeting Date:	17.03.20	
Status:	For Discussion		For Assurance		For Approval	√	For Information
Lead Executive:	Executive Nurse Director						
Report Author (Title):	Director of Arts, Health Charity, Arts and Engagement						

Background and current situation:

Cardiff & Vale Health Charity is the official charity of Cardiff and Vale University Health Board. The Health Charity manages more than 300 individual ward and area funds for equipment, research, treatment and patient care. Donations support work and projects that are over and above NHS funding.

Patrons help to raise awareness of the Health Charity. This is a really important role as it helps us to reach new people, inspire new fundraising activity and thank our supporters for the work they are doing.

The Charitable Funds Committee has requested confirmation of the Health Charity's patron process in line with Governance procedures.

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

Approval of the patron process and strategy will:

- allow the Health Charity to partner with patrons, in line with existing UHB governance procedures
- increase the visibility of the Health Charity
- potentially further increase income and potentially impact future fundraising and deliver on patient and staff initiatives in line with the Health Boards aspirational vision

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

There could be a risk to the reputation of the Health Charity and by association the Health Board if the Patron procedure was not in place.

Recommendation:

The Charitable Funds Committee is asked to:

- **Approve the final draft of the Health Charity Patron Process**

Shaping our Future Wellbeing Strategic Objectives

Tolley, Laura
03/05/2020 16:34:3

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

Tolley,Laura
03/05/2020 16:34:3

Cardiff & Vale
HealthCharity
Elusenlechyd
Caerdydd a'r Fro

CARING FOR PEOPLE
KEEPING PEOPLE WELL

GIG CYMRU NHS WALES
Bwrdd Iechyd Prifysgol Caerdydd a'r Fro
Cardiff and Vale University Health Board

Cardiff & Vale Health Charity ("the Health Charity") is the official charity of Cardiff and Vale University Health Board ("the UHB"). The Health Charity and its staff work alongside volunteers, third sector bodies, ambassadors and patrons to deliver its strategic objectives.

The UHB and the Health Charity recognise the unique and important contribution that volunteers make in complementing the services that each provide, and the Health Charity supports and encourages the efforts of individual ambassadors and patrons for the benefit of service users, their relatives, carers and the UHB.

In light of the work undertaken by volunteers, ambassadors and patrons they are often portrayed as the face of the UHB and Health Charity. Accordingly, it is vitally important that they are subject to and conduct themselves in accordance with the same rules, regulations and standards of behaviour as UHB and Health Charity employees.

This document sets out the responsibilities, values and behaviours that patrons are expected to comply with.

PATRON RESPONSIBILITIES

As representatives of the UHB it is the responsibility of all Health Charity patrons to act in accordance with the UHB's organisational values, behaviours, policies and procedures, including, but not limited to, the UHB's confidentiality, data protection and safeguarding policies and procedures.

Further information regarding patron responsibilities is detailed below.

VALUES AND BEHAVIOURS

The UHB and Health Charity operates within a defined set of organisational values and behaviours which underpin all that we are and do as an organisation. Living our values supports us in providing person centred care. It is an expectation that everyone is committed to adhering to the Health Boards *'Values and Behaviours'*;

EQUALITY STATEMENT

Cardiff and Vale University Health Board and Cardiff & Vale Health Charity are committed to ensuring that, as far as is reasonably practicable, the way we provide services to the public and the way we treat our staff, patients and others reflects their individual needs and does not discriminate, harass or victimise individuals or groups on the basis of sex, pregnancy and maternity, gender, reassignment, disability, race, age, sexual orientation, disfigurement, religion and belief, family circumstances including marriage and civil partnership. These principles run throughout our work and are reflected in our core values, our staff employment policies, our service standards and our Strategic Equality Plan and Equality Objectives. We believe that all staff and volunteers should have fair and equal access to training as highlighted in both the Equality Act 2010 and 1998 Human Rights Act. The responsibility for implementing this plan falls to all employees and UHB Board members, volunteers, agents or contractors delivering services or undertaking work on behalf of the UHB, including Health Charity Patrons.

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First Steps - Considering being a Patron

Initially, contact the Health Charity Team for advice and an informal discussion about the role of Health Charity patrons.

Contact Details:

Cardiff & Vale Health Charity, 2nd Floor, Woodland House, Maes y Coed Road, Cardiff. CF14 4HH Tel: 029 218 36052 / e:mail: fundraising.cav@wales.nhs.uk

Thereafter, the following steps will be followed:

Step 1 -The Process

Following receipt of an initial enquiry, or notification of potential patrons from other sources the Health Charity team will communicate with prospective Patrons to carry out an initial assessment, register their interest and provide relevant information about opportunities.

The initial assessment of any patron will be undertaken by a minimum of three Health Charity team members (one of which must be the Head of Arts and Health Charity) to ensure that the process is seen to be fair and equitable.

Where a prospective patron is deemed to be unsuitable following the initial assessment, they will be informed of the reasons in writing and, if appropriate, alternative roles may be offered or suggested (e.g. volunteering)

If, following the initial assessment the prospective Patron is deemed to be suitable, then a Patron Nomination Form will be completed and processed by the Health Charity Team. The Health Charity team will then arrange a meeting with the Patron to proceed to Step 2.

Step 2 - Developing a Patron Role Description

After satisfying preliminary suitability checks, the Health Charity and potential patrons shall work together to produce a bespoke Patron Role Description. The UHB Charitable Funds Committee and the Health Charity Trustees will be consulted when appointing patrons to ensure that their appointment is appropriate for the prospective activity and the role that they will fulfil. It is therefore important that the Patron Role Description is as accurate and detailed as possible to allow the Trustees and Charitable Funds Committee to make an informed decision.

Step 3 – Charitable Funds Committee and Health Charity Trustee Approval

Once a Patron Role Description has been prepared and agreed by the Health Charity Team and the prospective patron, the Description will be placed before the Charitable Funds Committee and Health Charity Trustee for approval.

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Once the Patron Job Description has been approved at committee and by the Health Charity Trustee the Health Charity will undertake final suitability checks on the potential patron prior to a formal appointment being made.

Step 4 – Additional Considerations

Adequate support/supervision will be available to each patron. The type and level of support will depend on the needs of the patron and the role they have undertaken.

Each patron will have a clearly identified contact within the Health Charity team who is responsible for their support and guidance. All Health Charity team members will be expected to provide support as appropriate, and to deputise in the absence of the identified contact person.

Opportunities will also be provided through meetings, training and social events to meet other patrons for mutual support and discuss issues of common interest. Additionally, Patrons can contact the Health Charity team to arrange a one to one discussion at a mutually convenient time.

The nature of some charity work means that patrons may at times undertake activity in the community and they may be at greater risk where their activities occur away from a controlled environment such as a ward or department. Where appropriate, specific lone working training and/or support will be provided to patrons.

There are a number of considerations which should be discussed and noted before a Patron can be nominated:

- Risk assessment to be undertaken pertaining to the role.
- A criminal records (DBS) check is required for all patrons, the level of DBS check required will be dependent on the role undertaken by the patron.
- Identify adequate support and supervision and a named staff member identified as a point of contact.
- Agree any training that will be required and how this can be provided and funded.
- Identify how the role will allow the individual to feedback important information.
- Consideration should be taken as to how the impact of the patron can be evaluated.

Health Charity Team Responsibilities

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The Health Charity Team will be responsible for overseeing the recruitment and placement of individual patrons within the UHB.

The Health Charity Team will ensure the following:

- that they keep up to date with current legislation and guidelines relating to patrons;
- that patrons are made aware of relevant UHB policies and procedures; and
- that the health, safety and welfare of patrons is supported in the same way as for employees.

Following Successful Recruitment of a patron

1. Advise and support patrons if required and regularly review their progress.
2. Ensure that the contributions of patron's are recognised.
3. Work in liaison with the UHB to ensure that patrons receive appropriate training, support and supervision for their role.

Confidentiality

All patrons are expected to comply with the UHB's Data Protection Policy by signing the confidentiality statement. It is essential that all patrons understand the absolute need for confidentiality to safeguard both our patients and staff and that any breach will be taken very seriously by the UHB.

Support and Supervision

Each patron will have an identified contact person who they will report to, who is responsible for their day-to-day support, guidance and feedback on a regular basis. In the absence of the identified contact person this responsibility will fall to their deputy or other named staff member. In addition the Health Charity Team will meet with the patron for support/supervision as and when required.

Patron Responsibilities

It is the responsibility of the patron to:

- As part of the application and/or interview process, disclose any criminal convictions or cautions to the Health Charity Team.

- Follow the instructions or guidance given to them by the Health Charity named staff member to whom they report.

- Adhere to the UHB's values and behaviours at all times.

- Follow the policies and procedures of the UHB, as appropriate for their role, at all times.

- Ensure that they consider the health, safety and welfare of themselves and others as they undertake their role.

- Undertake any training deemed necessary to their role by the Health Charity Team.

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- Inform the Health Charity Team if they are unable to undertake their role due to sickness or other reason as soon as possible, so that alternative arrangements can be made.

Problem Solving

Cardiff and Vale University Health Board staff and patrons will work co-operatively, ensuring that both parties jointly benefit from the roles undertaken. However, on occasion, difficulties may occur which cannot be resolved through normal support channels. The Health Board aims to treat people fairly, objectively and consistently. To deal with these situations, both parties will be able to use this procedure for settling differences. The aim of the procedure is to assist both parties to find a mutually acceptable way of overcoming difficulties.

If the patron has a concern with a member of staff:

Stage one:

The first point of contact should be the Health Charity nominated person. At this first stage the aim should be to resolve the issue through informal discussion.

Stage two:

If unresolved the patron should contact the Health Charity Team Manager who will aim to resolve.

Stage three:

The patron should put their concerns in writing to the Executive Director of Nursing and their decision will be final.

If a patron has a concern against a Health Charity Team member their first point of contact will be the Health Charity team manager.

If a patron has a concern about a process, patient or relative

The patron will need to bring this to the attention of the appropriate Manager who will aim to resolve the concern, keeping the patron informed throughout the process. If the patron believes the concerns have not been addressed they will need to bring it to the attention of the Health Charity Team Manager.

If the department has a concern about a patron

If a concern is received about a patron, they have the right to be informed of the concerns brought against them, giving them the opportunity to state their case. The person who raised the concern should be kept informed.

Tolley, Laura
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Stage one:

The Health Charity Team member should aim to resolve the concern informally through discussion. The Patrons shortcomings should be discussed and he/she should be offered support, encouragement and the opportunity to achieve the role in a satisfactory manner. Options such as additional support, supervision and training should be offered where necessary and clear aims along with a review date should be set.

Stage two:

If the concern has not been resolved at stage one of the process, the concern should be referred to the Health Charity Team Manager, where the problem will be raised in a formal meeting with the patron. The patron will be entitled to put their case. The Health Charity Team can, if appropriate, offer alternative roles, issue the patron a letter outlining the reason for the concern along with clear objectives and a review date. The patron can be accompanied at the meeting on these issues by staff member, friend or volunteer (Not acting in a legal capacity).

If the problem is still not resolved, a meeting should be convened involving the patron, Health Charity Team member, Health Charity Team Manager and if required, the Director of Communications. This may result in withdrawal of the patron position. The patron can be accompanied at the meeting by another volunteer, staff member or friend.

In the event that it is believed that the patron has behaved in a manner that may seriously affect the reputation of the organisation; for example, committing serious misconduct (this may include, but is not limited to, theft, acts of violence, harassment, malicious damage, serious breaches of the letter or spirit of the equal opportunities policy and so on), they will be suspended from Patron activities whilst the matter is investigated by the Health Charity Team and appropriate Manager. The patron will be able to put their case forward and a decision made. If the concern is upheld, the patron will then be asked to permanently cease their role with the Health Charity. In all cases the patron can be accompanied at the meeting on these issues by a volunteer, or friend.

If the nature of the offence has been deemed of a serious nature where we require the involvement of e.g. Police, Social Services, advice and support will be immediately sought through the Health Board and Health Charity.

Review Period

A review of individual patron agreements will be held every two years to ensure that both parties remain satisfied with arrangements.

Completion of Role

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Patrons who wish to end their patron activity in advance of the review period should inform the Health Charity Team as soon as possible before leaving, so that alternative arrangements can be made.

The Health Charity reserves the right to ask a patron to withdraw his/her help. The Health Charity may, at any time decide to end a patron's relationship with the organisation following proper discussions with all parties.

Signatories:

Patron	**Chair of Charitable Funds Committee**
Name …… (print)	Name …….. (print)
Signature ……..	Signature ……...
Date ……..	Date ……

Tolley,Laura
03/05/2020 16:34:3

Report Title:	SUSTAINABLE STAFFING PAPER						
Meeting:	Charitable Funds Committee				Meeting Date:	17.03.20	
Status:	For Discussion		For Assurance		For Approval	√	For Information
Lead Executive:	Executive Nurse Director						
Report Author (Title):	Director of Communication, Arts, Health Charity and Engagement						

Background and current situation:

In September 2018, due to restructuring of executive services, the Health Charity changed line management to the UHB Communications and Engagement Team.

The restructure required an evaluation of service provision, including staffing and funding resources to deliver the Health Charity's operational services, in line with governance requirements plus UHB and Welsh Audit recommendations. The full staffing costs associated with the Health Charity is attached at Appendix 1.

The Charitable Funds Committee requested the Director of Communications, Arts, Health Charity and Engagement to:

i) develop and grow the market share of the Health Charity
ii) increase its visibility internally among staff and externally
iii) professionalise the team and develop a business unit in line with a commercial approach
iv) to increase the reach of the charity and its fundraising opportunities
v) develop a more strategic approach to supporting health and wellbeing and benefits to staff and patients through innovative projects supported by the Health Charity

Part of this process included assessing the roles required and staffing structure:

- Evaluating the Head of Arts and Health Charity to provide direct line management of team members and support the ambitions as set out above. Also to continuously develop new innovative ways and initiatives to deliver the strategy.

- Business/Operational Manager to create the commercial and business support unit ensuring adherence to processes, improved governance and a building of capacity within the team. Also additional support to legacies as a rich source of income to the Health Charity

- Digital Communications Officer to increase the visibility of the Health Charity in a crowded market, maximising opportunities across all digital and social media platforms. Also supporting fundraising opportunities and the promotion of health and wellbeing initiatives.

Tolley,Laura
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Fig 1.

Role	wte	Band	Cost p/a £	£
Head of Arts and Health Charity	1.0	8b	34,791 (50% HC/50% Comms funded)	69,582 (Proposed 100% HC funding)
Operational/Business Manager	1.0	6	40,662	
Senior Communications & Engagement Officer	1.0	6	37,929	
		Total	**113,382**	**148,173**

ASSESSMENT

The temporary increase in staffing resources was approved by the CFC in 2018 and subsequently the Health Charity Fundraising Team has been successful in reaching a wider audience and contributed to increasing funds, (i.e. £0.54m, as indicated in the Annual Report 2018/19).

This has also resulted in increased initiatives and delivering projects which supports patients, staff and visitors and NHS service improvements.

The role of the fundraising team includes duties of implementing the bids with the relevant teams and increases the demand on staffing resources.

A breakdown of fundraising and implementation of initiatives and successful bids is estimated below.

Fig. 2

Simone Joslyn **Head of Health Charity**	Sue Dickson-Davies **Senior Fundraiser**	Lucie Barrett **Senior Fundraiser**	Georgina Burke **Senior Fundraiser**	Jayne Catherall **Senior Communication & Engagement Officer**	Barbara John **Business/ Operational Manager**
Managing Health Charity Team **25%**	Breast Centre Appeal **50%**	Staff Lottery **48%**	Better Life Appeal **15%**	Health Charity, Events and Appeals **50%**	Operational/ Business management **45%**
Managing Arts Programme/Team **50%**	In For A Penny **10%**	PROP Appeal **15%**	Our Orchard **45%**	Staff Lottery **5%**	Legacies **30%**
Our Orchard/ nature projects **10%**	Barry Hospital **20%**	Events/Fundraising **22%**	Wellbeing at Work **15%**	Orchard 5%	Staff Benefits **20%**
Third Sector and partnership working **10%**	Events/Fund-raising **15%**	Misc **15%**	Events/Fundraising **15%**	Women & Children's Clinical Board **35%**	Third Sector **5%**
Misc **5%**	Misc **10%**		Misc **10%**	Misc **5%**	
100%	**100%**	**100%**	**100%**	**100%**	**100%**

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The permanent establishment of this resource would allow this work to continue and further develop, through increasing visibility of the Health Charity in a crowded charity market (35 charities operate from the UHB site) awareness of the benefits to staff and patents and continuing the core elements of fundraising opportunities in line with the agreed Health Charity Strategy.

The team is also significantly involved in engagement with UHB services and building more corporate relationship and sponsorship opportunities with local businesses and companies which is aligned to the four pillars and strategic objectives of the Health Charity (Health Charity Strategy 2019-2025).

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

This report is being provided for the committee to shape the future workforce of the Health Charity. The staffing capacity over the next 12 - 24 months will impact on its ability to thrive and deliver projects that matter to patients, staff and partner organisations.

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

ASSURANCE is provided by:
Increased visibility and profile of the Health Charity across our buildings, in the media, websites, and events and across social media.

The increased reputation of the Health Charity as a strong contender in a saturated market.
Provision of robust management and business support processes within the Fundraising Team in line with governance and audit requirements.

Growth in income to the Health Charity for 2018/2019 £0.54million, Annual Report 2018/19

Recommendation:

The Committee is asked to:

Approve the sustainable staffing paper of the Health Charity to allow it to build on its recent success, thereby:
- increasing health charity awareness both internally and externally
- further increase income and therefore have a greater impact on future fundraising
- delivering on patient and staff initiatives in line with the Health Boards aspirational vision

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	√

Tolley, Laura
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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 *If "yes" please provide copy of the assessment. This will be linked to the report when published.*

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03/05/2020 16:34:3

APPENDIX 1

Sustainability and Development of Health Charity Fundraising Team

Health Charity growth income– 2017/18 – 2018/19

Annual Income	2017-2018 £	2018-2019 £	Increased Income
Donations	701,000	732,000	**31,000**
Staff Lottery	227,000	242,000	**15,000**
Legacies	305,000	740,000	**435,000**
Investments	201,000	207,000	**6,000**
Other trading activities	26,000	79,000	**53,000**
Total	**1.46m**	**2.0m***	**0.54m**

*represents an **increase** in income of £0.54m from previous financial year

Health Charity costs (established posts)

Fundraising Team

Name	Role	Wte	Band	£
Lucie Barrett	Senior Fundraiser	1.0	6	37,929
Georgina Burke	Senior Fundraiser	0.91	6	34,515
Sue Dickson-Davies	Senior Fundraiser	0.80	6	30,343
Daniel Howorth	Fundraising Support Officer	1.0	3	21,581

Finance Team

Name	Role	wte	Band	£
Alun Williams	Head of Financial Services	1.0	tbc	92,000
Andrew Turton	Senior Charitable Funds Officer	1.0	tbc	**Total Cost** (funded from Investment Dividend Income)
	Other Health Charity finance support	tbc	tbc	

Tolley,Laura
03/05/2020 16:34:3

Secondment posts for discussion

Role		wte	Band	£	£
Head of Arts and Health Charity	37.5	1.0	8b	50% funding (current) 34,791	100% funding (proposed) 69,582

Key responsibilities and achievements

- Management of Health Charity Fundraising Team and Arts Project Team – strong links with the Wellbeing and Future Generation Act and Health, Wellbeing initiatives, Social prescribing and prevention agenda across the UHB
- Strategic lead for Arts & Wellbeing programme – initiatives include: Music to our Ears, Hearth Gallery, Dance & Movement that matters, Outdoor and Orchard art, Our Health Heritage and Improving Environment projects
- Leads on Our Orchard/ Horatio's Garden and WellBeeing projects
- Engagement and contribution to corporate projects, including; Pride, Eisteddfod, Wales for Africa and our strategy Shaping our Future Wellbeing
- Responsible for facilitating initiatives that emerge out of charitable funds
- Builds and develops relationships that lead to income generation or sponsorship of key projects - e.g. Arts Council of Wales, Horatio's Garden.
- Attends Health Charity fundraising events, raising awareness and increasing the profile of the Health Charity both internally and externally

Role		wte	Band	£
Senior Communications & Engagement Officer	37.5	1.0	6	37,929

Key responsibilities and achievements

- Raise the profile and visibility of the Health Charity across all mediums
- Provides content for Health Charity and Corporate websites, intranet, social media accounts
- Provides communications including press releases, media and social media coverage for the Health Charity – increasing visibility and raising awareness of the Health Charity and its benefits
- Develops branding, style guides for design and promotion of appeals e.g. videos and graphics
- Branding and promotional material and assets across events
- Incorporating stakeholders and corporate partnerships, Big Moose, Nathaniel, Peter Alan
- Produce communications strategy; provides graphics and design for Health Charity reports and strategies
- Attends and supports Health Charity Fundraising events – providing audio and visual support and communication and engagement services
- Works with external organisations on improving visibility of the Health Charity across the UHB (e.g. Wall Glamour at UHW)
- Grown the Health Charity's social media following by **50%** in the last 12 months, with a reach now of around 300,000 people across social media
- Developing a new website in line with the ambitions of the CFC
- Obtained publicity and coverage equating to over £250,000 of rate card advertising and paid for publicity

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Role		wte	Band	£
Business/Operational Manager	37.5	1.0	6	40,662

Key responsibilities and achievements

- Operational and business lead – supporting the Director and Head of Health Charity with day to day operational requirements of the Health Charity
- Development of local policies and procedures, in line with governance requirements
- Budget and financial management, ensuring all invoicing and procurement processes are in line with UHB policy and Charitable Funds Commission rules.
- Project management
- Produce Health Charity annual reports /strategies / fundraising reports
- Legacy management – strategy development and awareness raising and liaison with solicitors/donor families. A key part of the Charitable Funds aims.
- Staff Benefits Group – operational support and Health Charity liaison/ produce CFC reports
- Developing relationships with internal and external sponsors (e.g. Nathaniel Car Dealership - providing staff financial benefits and impacting on wider UHB services e.g. winter planning)
- Managing contracts/MOU's/sponsorship agreements
- Third Sector Grant Scheme management
- Staff line management / HR management
- Attends Health Charity fundraising events, raising awareness and increasing the profile of the Health Charity both internally and externally

Summary

Permanent resourcing of the posts would enable the continuation of the growth of the charity in line with the aims and objectives of the CFC and its strategy, to include:

-further development of the Health Charity as a viable business unit

-development of sponsorship opportunities and securing sponsorship at all levels

-explore further opportunities for fundraising and maximizing potential income generation

-build networks with key decision makers, influencers, prospective partners and the wider commercial sector; strategically seeking opportunities for fundraising

-build and cultivate new, existing and potential relationships at the most senior levels

-gain further exposure with social media, filming and visibility of the charities work

-provide more opportunities to generate stories of where and how charitable funds are spent within the Health Board

-provide assurance that Health Charity funds are directly benefiting patients and staff and reassurance to donors that their money is being well spent on NHS patients and staff.

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- Established post
- Secondment
- Arts Funded
- Orchard funded

Simone Joslyn

Head of Arts and Health Charity

F/T 8b

Lucie Barrett

Senior Fundraising Officer

F/T

6

Sue Dickson-Davies

Senior Fundraising Officer

0.80

6

Georgina Burke

Senior Fundraising Officer

0.90

6

Barbara John

Operational Business Manager

F/T

6

Jayne Catherall

Senior Communications and Engagement Officer

F/T

6

Alex Staples

Arts Programme Project Manager

0.67

6

Mel Wotton

Arts in Health Project Manager

0.67

6

Daniel Howorth

Fundraising Support Officer

F/T

3

Hester Adams

Fundraising Support Officer

F/T

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Molly Lewis

Gallery Coordinator

0.60

3

Report Title:	CHARITABLE FUNDS FINANCIAL POSITION REPORT FOR THE PERIOD FOR JANUARY 2020							
Meeting:	Charitable Funds Committee					Meeting Date:	17TH March 2020	
Status:	For Discussion		For Assurance	√	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 responsibility in overseeing the financial management and stewardship of the charitable funds. The financial update report is provided to the Charitable Funds Committee on a quarterly basis. This report covers the financial performance for the 10 month period ended 31st January, 2020.

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

Whilst the overall financial standing of the charity remains strong, there are two key issues to bring to the attention of the Committee. These are:

- Income at this point is significantly lower than the £2.000m generated last year. A key driver is the levels of legacies received which was £0.740m in 2018/19 with only £0.063m received for the period to date.

- There has recently been a significant fall in the stock market due to nervousness over the coronavirus outbreak, the worst since the financial crisis in 2008. The view of the Charity's Investment managers is that they do not believe the virus will trigger a global recession, rather a shorter term slowdown with a snap back later in the year.

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

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

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Statement of Financial Activities for the period ended 31st January 2020

	Unrestricted Funds £'000	Restricted Funds £'000	Endowment Funds £'000	Total £'000
Fund Balances brought forward April 2019	**6,145**	**1,991**	**2,543**	**10,679**
Total Incoming Resources	618	438		1,056
Total Resources Expended	-1,426	-395		-1,821
Net Incoming/(outgoing) Resources	-808	43		-765
Gains/(Losses) on Investment Assets	215	55		270
Net Movement in Funds	**-593**	**98**		**-495**
Fund Balances carried forward January 2020	**5,552**	**2,089**	**2,543**	**10,184**

The above table shows the Charity generated £1.056m of income and spent £1.821m. This has resulted in net expenditure of £0.765m.

In addition, the charity also had market value gains on its investments of £0.270m for the period compared to the March 2019 valuation.

The combined effect of these results is a net decrease in fund balances for the period to January 2020 of £0.495m.

Summary Balance Sheet as at 31st January 2020

	Opening Balance 1.4.19 £'000	Closing Balance 31.01.20 £'000
Fixed Assets	8,617	8,887
Net Current Assets / Liabilities	2,062	1,297
Total Net Assets	**10,679**	**10,184**
Unrestricted Funds	6,145	5,552
Restricted Funds	1,991	2,089
Endowment Funds	2,543	2,543
Total Funds	**10,679**	**10,184**

Of the closing fixed asset balance, £2.503m relates to Rookwood Hospital with the balance of £6.384m relating to the investment portfolio.

Of the net current assets closing balance of £1.297m, some £1.417m is supported with cash with the balance being net current liabilities of £0.120m.

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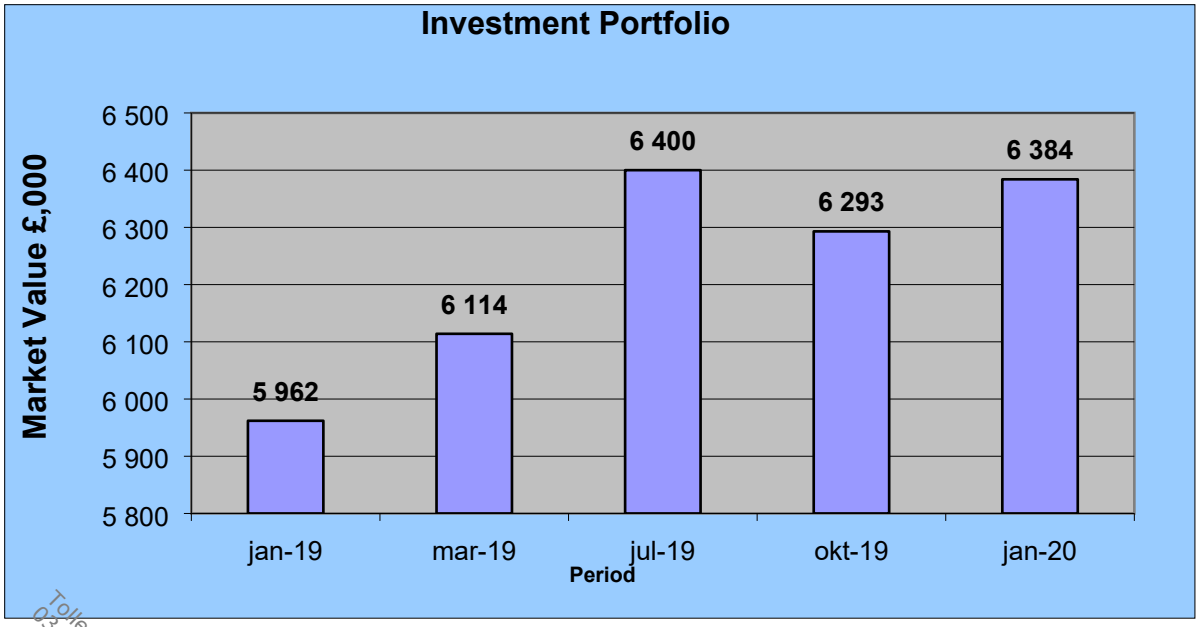
The fund balances have decreased by £0.495m in the period to £10.184m.

A summary of the key constituent fund balances is shown in the following table.

Summary of Fund Balances at 31st January 2020

	Fund Balances 31 January 2020 £'000
Unrestricted Non Delegated	444
Unrestricted Delegated	5,108
Total Unrestricted	**5,552**
Diabetes Investigation	12
UHW General	385
Education and Training	20
Staff and Patient Welfare	1,022
Research and Development	648
ECCO	2
Total Restricted	**2,089**
Catherine Jenkins	40
Rookwood Hospital	2,503
Total Endowment	**2,543**
Total Funds	**10,184**

The following graph shows the investment portfolio's performance over the past calendar year.



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The investment portfolio started the financial year with a market value of £6.114m. The value has increased to £6.384m at the end of January 2020, therefore resulting in a market value gain for the period of £0.270m. This however will be adversely effected by the recent significant fall in the stock market due to nervousness over the coronavirus outbreak. The Portfolio is continually monitored by the Charity's Investment Managers and a further update will be provided at the next meeting of the Committee when the impact is clearer.

In summary the value of the Charitable Funds has decreased by £0.495m in the current year to £10.184m.This decrease represents net expenditure of £0.765m and market value gains of £0.270m.

Recommendation:

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

Five Ways of Working (Sustainable Development Principles) considered *Please tick as relevant, click here for more information*									
Prevention	x	Long term	x	Integration		Collaboration	x	Involvement	x

Equality and Health Impact Assessment Completed:	Not Applicable

Tolley,Laura
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Report Title:	CHANGE ACCOUNT REVIEW PAPER							
Meeting:	Charitable Funds Committee					Meeting Date:	17.03.20	
Status:	For Discussion	√	For Assurance		For Approval		For Information	
Lead Executive:	Executive Nurse Director							
Report Author (Title):	Director of Communications, Arts, Health Charity and Engagement							

Background and current situation:

Following an agreement entered into by Cardiff and Vale University Health Board in July 2018, Change Account is working in partnership with Cardiff and Vale University Health Board (3 year contract) to provide its staff members access to a banking service which gives them cash-back rewards as well as provide an income to Cardiff & Vale Health Charity (advised potential donation to the Charity from Change Account for each individual account set up for staff e.g. £1 per month).

The Change Account service provides:

- Secure budget wallets
- Clear payment alerts
- Transport costs
- Range of reward programmes
- On line and account management
- 24/7 customer support and advice

The Health Board launched the partnership at the Concourse of University Hospital of Wales in December 2019, which has subsequently been promoted and supported by the Health Charity Fundraising Team.

Initially, Change Account met with members of the Health Charity and offered a lot of support and assistance to enable it to take forward this initiative as a staff benefit to UHB staff members. Unfortunately, this has been slow to emerge and Health Charity staff have experienced lengthy delays in its attempts to communicate and engage with this supplier.

Benefits to date:

- The Change Account provided an auction prize of an overnight hotel and dinner stay for the staff recognition awards in 2019.
- Provision of free water bottles to staff members as part of its publicity/promotion

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

The Charitable Funds Committee is asked to:

Discuss and review the Health Charity's involvement and relationship with the Change Account.

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

The following concerns currently exist in relation to this partnership agreement:-

- Health Charity fundraising staff are being asked to promote the Change Account under the framework of "staff benefits", without the presence of specialist staff members who can provide specific knowledge of this financial product and can accurately and safely inform and advise UHB staff members.

- The demand on the Health Charity's staffing resources to promote the Change Account, with minimal input of staff or materials from the company itself.

- The Health Charity can report it has received no financial benefit from UHB staff members engaging with the Change Account. To date we are unaware of any staff members signing up to this product.

Concerns re: the Health Charity's involvement with the Change Account have been raised by the head of the Health Charity in the Staff Benefits Group and directly with CFC members for advice and support. Following this, further engagement was attempted between the Health Charity and the Change Account in an attempt to improve partnership working, however this has not proved successful and the above concerns remain unchanged.

The Health Charity therefore requests a steer from the Charitable Funds Committee on its next steps in its involvement with this initiative, specifically in relation to the amount of staff resource to be provided.

Recommendation:

The Committee is asked to approve :

- A review in six months of the financial benefit to the UHB and its relationship with the Change Account.
- Reallocate fundraising staff resources according to the Health Charity's commitments and priorities.

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	

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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 *If "yes" please provide copy of the assessment. This will be linked to the report when published.*								

Tolley,Laura
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Report Title:	Horatio's Garden Update						
Meeting:	Charitable Funds Committee				Meeting Date:	17.03.20	
Status:	For Discussion		For Assurance	√	For Approval		For Information
Lead Executive:	Executive Nurse Director						
Report Author (Title):	Director of Communications, Arts, Health Charity and Engagement						

Background and current situation:

This report is to provide assurance to the Charitable Funds Committee and Charity Trustees, regarding the spend related to Horatio's garden project at University Hospital Llandough.

The Charitable Funds Trustees received a request to support a loan of approximately £500k for the development of Horatio's Garden at University Hospital Llandough which was considered on the 25th January 2018. This proposal had received prior approval by the Charitable Funds Committee. The Director of Corporate Governance explained the reason for the request to the Trustees was that this amount would be repaid on the sale of Rookwood Hospital.

Horatio's Garden would be the first in NHS Wales and would improve the patient experience. It was confirmed that as this was a charitable donation, Welsh Government approval was not required.

The Trustees considered the proposal and were not comfortable with a loan-type arrangement. The Trustees agreed that given the financial balance of the Charity, a donation from UHB charitable funds should be used to fund the garden. Progress and expenditure to be scrutinized by the Charitable Funds Committee. This is the first Horatio's Garden progress report.

Cardiff and Vale University Health Board (UHB) and Cardiff & Vale Health Charity fully supports the proposal that Horatio's Garden be invited to create and construct a garden within the grounds of the University Hospital Llandough for the benefit of spinal patients

A small committee consisting of the Chair of the UHB and Health Board and Health Charity staff and Horatio's Garden representatives was set up to meet during the design and build phases and then beyond.

A designated individual from the UHB will be responsible for the project as the first line of communication with Horatio's Garden- Sarah Lloyd, Director Manager, Neuroscience Services.

The UHB has agreed to work closely with Horatio's Garden towards a leasehold agreement between the two parties, as follows:-

The designated area of land for the garden will include a partitioned section (area to be agreed) for the use of neuro patients which will be funded by Charities attached to Rookwood Hospital and Cardiff & Vale Health Charity using the same designer and

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maintained by the same head gardener as Horatio`s Garden.

The UHB and Cardiff & Vale Health Charity fully recognise and understand :

• The positive impact of Horatio's Garden for spinal patients
• That this is a good news story with knock on effects for the wider UHB
• That Horatio's Garden will choose the garden designer to create a beautiful garden in consultation with all stakeholders
• That there is significant community benefit with new volunteers becoming involved

- 2016 – Visit arranged to Horatio's Garden site

- 2016 – Horatio's Garden team visit University Hospital Llandough site

- 2016 - Trustees approve spend in principle to create Horatio's Garden

- Minutes of Trustees Meeting 2016

HORATIO'S GARDEN

The Director of Corporate Governance explained the reason for the request to the Trustee to support a loan of approximately £500k that would be repaid on the sale of Rookwood Hospital. Horatio's Garden would be the first in NHS Wales and would improve the patient experience. The Charitable Funds Committee had supported this proposal. It was confirmed that as this was a charitable donation, Welsh Government approval was not required.

The Trustees considered the proposal and were not comfortable with a loan-type arrangement. The Trustees agreed that given the financial balance of the Charity, a donation from UHB charitable funds should be used to fund the garden. Progress and expenditure will be scrutinised by the Charitable Funds Committee.

- 12th June 2018 – Legal advice and reassurance provided by Geldard's regarding use of charitable monies to support enabling work for Horatio's Garden

- 9th January 2019, Letter of intention sent from Maria Battle, Chair Cardiff and Vale Health Board to Olivia Chapple, Chair of trustees of Horatio's Garden. Letter confirming University Health Board and Cardiff & Vale Health Charity support of the Horatio's Garden proposal and the £500,000 committed to the enabling works to create the garden

- 18/2/2019 - Costings provided by Capital, Planning and Estates – see below, advice received from Chris Lewis that £500,000 spend needs to include VAT

- 14/11/2019 - Horatio' Garden Cardiff official launch – see attachment

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Description	Excl VAT	Incl VAT
Consultant Fees – Horatio's Wall	£22,326.75	£26,792.10
Consultant Fees – New Neurology Entrance	£8,320.00	£9,984.00
Willmott Dixon Construction Costs	£311,177.94	£373,413.53
Willmott Dixon – Amendments for direct access to garden from Neuro Ward	£17,538.68	£21,046.42
Imported material to rear of retaining wall. Site material unsuitable.	£20,858.28	£25,029.94
Disposal of Unsuitable material TBA See Item 5	£11,531.25	£13,837.50
Additional electrical works for direct access to garden from Neuro Ward security & lighting	£3,346.92	£4,016.30
Retaining walls design fees	£15,238.75	£18,286.50
Planning application for wall	£5,701.35	£6,841.62
Additional fee for retaining wall	£294.12	£352.94
Provision of Service connections Drainage, Electrical & Water for Horatio's Charity to utilise TBA		
Total spend to date (05.04.19)	**£416,334.04**	**£499,600.85**
Funding Remaining	**£331.96**	**£399.15**

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

The Committee is asked to: note the potential requirement for a further £150,000, specifically to meet the additional requirements of the neuro garden.

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

- Legal advice and reassurance has been provided by Geldard's Solicitors regarding use of charitable monies to support enabling work for Horatio's Garden.
- Progress on site is monitored via Our Orchard Steering Group, chaired by the Chair of the Health Board

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Recommendation:

The Committee is asked to:

Accept this report as assurance of progress of the Horatio's Garden project.

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 *If "yes" please provide copy of the assessment. This will be linked to the report when published.*

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HORATIO'S GARDEN

Improving the lives of everyone affected by spinal injury

HORATIO'S GARDEN CHARITY OFFICIALLY LAUNCH CARDIFF GARDEN FUNDRAISING APPEAL

On Thursday 14th November Horatio's Garden charity held the official launch of its capital appeal for Horatio's Garden Cardiff at the Cardiff & County Club. The charity was joined by over 150 enthusiastic new supporters, including rugby legend Sir Gareth Edwards. Everyone who attended was evidently passionate about the charity and embraced the opportunity to learn more about how Horatio's Garden intends to plant hope in the heart of Cardiff.

Horatio's Garden is a national charity that creates and nurtures beautiful gardens in the heart of NHS spinal injury centres. As part of the redevelopment project being undertaken by the Cardiff and Vale University Health Board at University Hospital Llandough, the charity is building one of its award-winning gardens in the Welsh Spinal Cord Injury Rehabilitation Centre to support everyone affected by spinal injury in Wales. The cost of the groundworks has been generously covered by Cardiff & Vale Health Charity, whilst the National Garden Scheme has pledged £150,000 as part of their incredible continued commitment to the charity.

Among the guests at the official launch was Sarah Price, the two-time Chelsea gold medal winner who is designing the garden. Sarah introduced everyone to her designs and explained how she will be creating a stunning, fully accessible garden that will feel like home for patients and their loved ones all year round. She shared that many childhood years spent wandering the Welsh countryside inspired her to become a garden designer and that she hopes to bring the signature elements of the gorgeous Welsh landscape to Horatio's Garden Cardiff.

Sir Gareth Edwards also addressed guests, sharing that after a lifetime spent playing, watching and supporting rugby he knew how much Horatio's Garden would mean to many friends who had experienced spinal injuries whilst playing the beloved game. He said it was a privilege to be involved in the project, a sentiment shared by many in attendance.

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Co-founder and Chair of Trustees Dr Olivia Chapple told the story of the charity, thanked guests for their generous support of Horatio's Garden and encouraged everyone to spread the word about the fundraising appeal. She shared with guests that Horatio's Garden are relying entirely on public support to raise a total of £800,000 in order to bring Horatio's Garden Cardiff to life by summer 2021.

No event or donation is too big or too small. The charity needs your support in order to both build Horatio's Garden Cardiff and to fund the team who will care for the garden and organise events and activities for patients and families, all of which will offer them gentle support and rehabilitation throughout their time in hospital.

This is your chance to be part of an exciting movement to enhance the lives of people from all over Wales who have been affected by spinal injury.

Once the gardens have been built, the charity's volunteer team care for the garden, and support the activities organised by the charity for patients, their families, and their friends. These include garden therapy, art therapy, artists in residence, tea and cakes, food events and music concerts.

The charity is named after Horatio Chapple - a schoolboy who wanted to be a doctor and volunteered at the spinal centre in Salisbury. It was Horatio's idea to create a garden and his research has shaped the garden designs and the charity's aims. Horatio's life was cut short at 17 when his camp was attacked by a polar bear while on expedition in Svalbard in 2011. However, his legacy continues to help patients and their families, providing them with spaces which offer both tranquillity and community.

Horatio's Garden Cardiff will be the charity's next project, taking the total number of gardens to six. The critically acclaimed and two-time Chelsea gold medal winner Sarah Price is currently designing our latest garden.

www.horatiosgarden.org.uk

Tolley, Laura
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Report Title:	**Draft Annual Report 2019/20 – Charitable Funds Committee**						
Meeting:	**Charitable Funds Committee**				**Meeting Date:**	**17/03/2020**	
Status:	**For Discussion**		**For Assurance**		**For Approval**	**X**	**For Information**
Lead Executive:	**Director of Corporate Governance**						
Report Author (Title):	**Corporate Governance Officer**						

Background and current situation:

It is good practice and good governance for the Committees of the Board to produce an Annual Report from the Committee to demonstrate that it has undertaken the duties set out in its Terms of Reference and provide assurance to the Board that this is the case.

The purpose of the report is to provide Members of the Charitable Funds Committee with the opportunity to discuss the attached Annual Report prior to submission to the Board for approval at the end of March 2020.

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

The Committee has achieved an overall attendance rate of 75% and has met on four occassions during the year.

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

The attached Annual Report 2019/20 of the Charitable Funds Committee demonstrates that the Committee has undertaken the duties as set out in its Terms of Reference.

Recommendation:

The Charitable Funds Committee is asked to:

- **REVIEW** the draft Annual Report 2019/20 of the Charitable Funds Committee
- **RECOMMEND** the Annual Report to the Board for approval.

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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		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	X	Long term	X	Integration		Collaboration	X	Involvement	X

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.*

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Annual Report of the Charitable Funds Committee 2019/20

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1.0 Introduction

In accordance with best practice and good governance, the Charitable Funds Committee produces an Annual Report to the Board setting out how the Committee has met its Terms of Reference during the financial year.

2.0 Membership

The Committee membership is a minimum of three Independent Members. In addition to the Membership, the meetings are also attended by the Executive Nurse Director and/or an Executive Director to ensure the quorum of the Committee. Meetings are also attended by the Director of Corporate Governance, Deputy Chief Executive Officer / Executive Director of Workforce & Organisational Development, Executive Director of Therapies & Health Science and the Director of Communications, Arts & Health Charity. The Chair of the Board is not a Member of the Committee but attends at least once annually after agreement with the Committee Chair. Other Executive Directors are required to attend on an ad hoc basis.

3.0 Meetings & Attendance

The Committee met three times during the period 1 April 2019 to 31 March 2020. This is in line with its Terms of Reference. The Charitable Funds Committee achieved an attendance rate of 75% (80% is considered to be an acceptable attendance rate) during the period 1st April 2019 to 31st March 2020 as set out below:

	11/06/2019	**10/09/2019**	**10/12/2019**	**17/03/2020**	**Attendance**
Akmal Hanuk (Chair)	√	√	√	√	**100%**
John Union (Vice Chair)	√	√	√	√	**100%**
Sara Moseley	X	X	X	√	**25%**
Total	**67%**	**67%**	**67%**	**100%**	

4.0 Terms of Reference

The Terms of Reference were reviewed and approved by the Committee on the 17th March 2020 and were approved by the Board on 28th March 2020.

5.0 Work Undertaken

During the financial year 2019/20, the Charitable Funds Committee reviewed the following key items at its meetings:

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11th June 2019, 10th September 2019, 10th December 2019 & 17th March 2020

- **Fundraising Report**

At all meetings the Committee welcomed a detailed report regarding all fundraising activity that had taken place and were pleased to note the increased funds and Charity brand awareness.

- **Staff Lottery Bid Panel Report**

A report from the Staff Lottery Bid Panel was presented at all meetings, the Committee were encouraged to note the significant increase in bids which resulted in positive staff morale. The Committee were also pleased to note that Cardiff & Vale University Health Board (UHB) were leading in this area with other Health Boards approaching the UHB to find out what makes the Cardiff & Vale Staff Lottery so successful.

- **Finance Report**

At all meetings a report outlining the Health Charity Financial Position was brought and at the September meeting the Committee were advised by the Deputy Director of Finance that the Charity had a number of financial commitments for 2019/20, therefore further financial commitments needed to be postponed as a financial re-structure was required to enable a further release of funds to the Health Charity.

11th June 2019 & 10th September 2019

- **Staff Benefits Group Update**

On two occasions the Committee were provided with a report which outlined the work undertaken by the Staff Benefits Group and in September 2019, the Committee approved a proposal from the Staff Benefits Group Review Panel to accept the Affinity Partnership Scheme with Nathaniel Car Dealership. This scheme would replace the agreement with Griffin Mill to provide excellent benefits for UHB Staff Members.

11th June 2019

- **BSL Training & Awareness Update Report**

The Committee were encouraged to note that the UHB planned to train up to 500 staff over the next year through BSL Equality Training and Taster sessions. The Committee were pleased to hear feedback from staff regarding the training, which had been very positive.

- **Investment Report**

The Committee welcomed a presentation from the Portfolio Director and were pleased to note an increase in the value of the portfolio and that the Health Charity had outperformed the composite benchmark.

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- **Staff Benefits Group Terms of Reference**

The Committee reviewed the Staff Benefits Group Terms of Reference and referred them to the Board of Trustees for consideration.

- **Self-Assessment of Committee Effectiveness**

The Committee noted the results of the Committee Effectiveness Review for 2019 and agreed that the action plan for improvement would be completed by March 2020.

- **Charitable Funds Scheme of Delegation**

The Committee proposed a change to the Charitable Funds Scheme of Delegation so that any sum over £125,000 would be recommended to the Board of Trustees for approval.

- **UHB Transport Timeframes**

The Committee were informed that the frequency of the Park & Ride service from Pentwyn to University Hospital of Wales had increased and that work was being undertaken to get Park & Ride Facilities running from theUniversity Hospital of Wales to other sites.

- **Charitable Funds Bid Applications**

During the June meeting the Committee considered the following bids;

a) Employee Wellbeing

The Committee referred this application to the Board of Trustees for consideration;

b) Reminiscence Interactive Therapy & Activities

The Committee approved the purchase of four Reminiscence Interactive Therapy & Activities units for wards at University Hospital Llandough and Barry Hospital

c) Patient Information Screens for the University Dental Hospital

The Committee approved the purchase of four Patient Information Screens for the University Dental Hospital.

- **Cardiff & Vale Health Charity Website Proposal**

The Committee considered information provided in relation to the future of the Charity's Website and the quotes received from the three different development companies. After

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discussion, the Committee approved the appointment of Celf Creative as the new website provider.

- **Arts Programme Report**

The Committee noted the Arts Report which provided an overview of the activities and progress made by the Arts Programme during the six month period from December 2018.

- **Barry Hospital Update**

The Committee reviewed and noted the update on how the funds approved by the Committee for the Barry Hospital First Impressions Programme were being spent.

10th September 2019

- **Wales for Africa Steering Group**

The Committee discussed the purpose of the Wales for Africa Steering Group and acknowledged the need for further structure within the group. Therefore it was agreed going forward that the minutes of the Steering Group would report in to the Committee for information.

- **Food Sense Wales – Update**

The Committee were pleased to note that Cardiff & Vale Health Board had received a commendation from Vaughn Gethin, Minister for Health & Social Wellbeing, for the work undertaken in the School Enrichment Programme.

- **Governance regarding Charitable Funds Committee Project Funding**

The Committee acknowledged new governance arrangements which would be instigated around Health Charity Bids. The new arrangements and tracking system is ensuring supported bids are being delivered as per the Committee agreements.

- **Endowment Order**

The Committee approved the purchase of the Care Cube System for the one-off cost of £33,000, using money currently held on Fund 9494 Biggs Legacy Cardiac Research.

- **Health Charity Strategy 2019-2024**

The Committee were introduced to the first Health Charity Strategy 2019/-24. After Committee discussion it was agreed that further work on the strategy was required and this would come to the Committee for further discussion and referral to the Board of Trustees for approval.

Tolley, Laura
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DRAFT

- **Health Charity Branding Guidelines**

The Committee were provided with a helpful report which outlined the revised Health Charity Branding Guidelines that ensure the Health Charity logo is used with consent and in the correct way in addition to the Health Charity image becoming professionalised.

- **Sustainable Staffing Paper**

The Committee were advised that to ensure continued Health Charity achievements and growth, the team required further capacity. After Committee discussion, it was agreed that a further report would be brought to the Committee which contained staffing options and finances for Committee consideration.

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- **Horatio's Garden**

The Committee were provided with a detailed report outlining a timeframe on Horatio's Garden and the total costs to date. The Committee were also advised of a number of events planned to visit the garden to see the progress made.

- **Staff Benefits Meeting Minutes**

The Committee reviewed and noted the Staff Benefits Meeting Minutes.

10th December 2019

- **New Charitable Funds Bid Application Template**

The Committee approved a new Charitable Funds Bid Application template developed by the Director of Corporate Governance. This is a positive improvement as it will ensure that the Charity can demonstrate that bids meet the charitable objectives as well as ensuring that the correct processes are followed when funds are applied for.

- **Annual Accounts**

The Committee were informed that the Charitable Accounts Audit was still under development and the final version of the accounts would be submitted for the Trustee meeting on 30th January.

- **Sustainable Staffing**

The Committee discussed in detail three positions that supported the development of the Charity. It was explained that the positions had not yet been aligned with the Health Charity Strategy, therefore, the Committee agreed to support the ongoing funding of the positions until the end of the financial year, whilst recognising that a final decision on the permanent staffing posts needed to be made by the end of January 2020.

Tollerton Julia
03/05/2020 16:34:37

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- **Endowment Order**

The Committee approved the purchase of twenty breast pumps with stands and cases, for a one-off cost of £30,018, using money currently held on Fund 9116 Child Health Neonatal Intensive Care. This will allow the Unit to provide breast pumps at every cot space, to facilitate expressing of baby milk for every mum, next to their baby, in addition to encouraging and increasing the Unit's rate of breast feeding which is known to be beneficial for all sick or premature babies.

- **Charitable Funds Final Internal Audit Report**

The Committee were pleased to note the Reasonable Assurance received following an Internal Audit. The Committee were informed that a recommendation of high importance was included in the report, which was the treatment of dormant funds. Following this recommendation, Internal Audit have been advised that the use of dormant funds would be addressed by the Committee and Trustee.

- **Investment Manager Update**

The Committee were informed that the Investment Portfolio had gone out to tender and feedback had been provided to all suppliers who had put themselves forward. The scoring process was challenged therefore, two independent bodies were appointed to re-score. These bodies also produced different outcomes, therefore the tender has been re-distributed. The Committee were encouraged to hear that learning had been taken on board from the independent scoring and the UHB scoring criteria had been revised.

- **Patrons Process**

The Committee discussed the appointing of Charity Patrons and agreed that a memorandum of understanding needed to be drawn up and signed by the Patrons. It was also agreed that the appointment of Patrons would be signed off by the Trustee.

- **Any Other Business**

The Committee noted a concern raised with the number of Third Sector Organisations who were able to fundraise in concourse areas of the UHB.

The Committee approved for the December 2020 Staff Lottery Mega Draw being a one off amount of £20,000.00 for 2020.

17th March 2020

Tolley,Laura
03/05/2020 16:34:37

- **Financial Review of Delegated Funds**

DRAFT

The Committee reviewed and approved the implementation of a policy that any unrestricted funds that have been dormant for two full financial year are transferred to general reserves, approved that all restricted fund holders that have dormant funds be requested for expenditure plans and approved the consolidation of all funds that are deemed to be general reserves.

- **Events Planner 2020**

The Committee noted the Events Planner 2020.

- **Health Charity Strategy – Final Draft**

The Committee discussed and approved the Health Charity Strategy – Final Draft

- **Health Charity Annual Report – Final Draft**

The Committee approved the final version of the progress and activities of the Health Charity Fundraising Team plus the statement of financial accounts for Charitable Funds, as advised in the Draft Health Charity Annual Report 2018-19 and for publishing accordingly.

- **Patrons Protocol – Final Draft**

The Committee discussed and approved the final draft of the Health Charity Patron Process.

- **Change Account**

The Committee reviewed the Change Account and agreed to review this in 6 months time to evaluate the financial benefit to the UHB and the relationship. The Committee also agreed to reallocate fundraising staff resources according to the Health Charity's commitments and priorities.

- **Horatio's Garden Update**

The Committee received a detailed update on Horatio's Garden and accepted the report as assurance of the progress made to date.

- **Committee Annual Report 2019/20**

The Committee reviewed and recommended the Committee Annual Report to the Board for approval.

Tolley,Laura
03/05/2020 16:34:37

- **Committee Terms of Reference 2020/21**

DRAFT

The Committee reviewed and recommended the Committee Terms of Reference to the Board for approval.

- **Committee Work Plan 2020/21**

The Committee reviewed, approved and recommended the Committee Work Plan to the Board for approval.

- **Arts Annual Report**

The Committee noted the Arts Annual Report.

6.0 Reporting Responsibilities

The Committee has reported to the Board after each of the Charitable Funds Committee meetings by presenting a summary report of the key discussion items at the Charitable Funds Committee. The report is presented by the Chair of the Charitable Funds Committee.

7.0 Opinion

The Committee is of the opinion that the draft Charitable Funds Committee Report 2019/20 is consistent with its role as set out within the Terms of Reference and that there are no matters that the Committee is aware of at this time that have not been disclosed appropriately.

Akmal Hanuk

Committee Chair

DRAFT

Tolley,Laura
03/05/2020 16:34:37

Report Title:	Charitable Funds Committee – Terms of Reference								
Meeting:	Charitable Funds Committee						Meeting Date:	17th March 2020	
Status:	For Discussion	x	For Assurance		For Approval	x	For Information		
Lead Executive:	Director of Corporate Services								
Report Author (Title):	Director of Corporate Services								

Background and current situation:

In line with the UHB's Standing Orders, Terms of Reference for Committees of the Board, should be reviewed on an annual basis.

This report provides Members of the Charitable Funds Committee with the opportunity to review the Terms of Reference prior to submission to the Board acting as Charity Trustee for approval.

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

The Terms of Reference for the Charitable Funds Committee were last reviewed in March 2019 and approved by the Charity Trustee in March 2019 therefore, only a few changes have been recommended.

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

The Terms of Reference for the Charitable Funds Committee have been reviewed by the Director of Corporate Governance. There are a limited number of changes to the document, these have been tracked and left in the draft so Committee Members can identify the changes that have been made since approval by the Charity Trustee in March 2019.

Recommendation:

The Charitable Funds Committee is asked to:

APPROVE the changes to the Terms of Reference for the Charitable Funds Committee and **RECOMMEND** the changes to the Charity Trustee for approval.

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

Holley,Laura
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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		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	x	Long term		Integration		Collaboration		Involvement	

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.*

Tolley,Laura
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GIG CYMRU NHS WALES | Bwrdd Iechyd Prifysgol Caerdydd a'r Fro
Cardiff and Vale University Health Board

Charitable Funds Committee

Terms of Reference

Reviewed at the Charitable Funds Committee ~~19th March 2019~~20th March 2020
Approve by the Charity Trustee ~~29th~~ ?? March ~~2019~~2020

Tolley,Laura
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1. INTRODUCTION

1.1 The University Health Board (UHB) standing orders provide that *"The Board may and, where directed by the Welsh Government must, appoint Committees of the UHB either to undertake specific functions on the Board's behalf or to provide advice and assurance to the Board in the exercise of its functions. The Board's commitment to openness and transparency in the conduct of all its business extends equally to the work carried out on its behalf by committees".*

1.2 In accordance with standing orders (and the UHB Scheme of Delegation), the Board shall nominate annually a committee to be known as the **Charitable Funds Committee**. The detailed terms of reference and operating arrangements set by the Board in respect of this committee are set out below.

2. PURPOSE

2.1 Cardiff and Vale University Health Board was appointed as Corporate Trustee (herein after referred to as Charity Trustee) of its charitable funds and the Board serves as its agent in the administration of the charitable funds held by the UHB.

2.2 The purpose of the Charitable Funds Committee (the Committee) is to:

- Provide advice to the Corporate Trustee in the discharge of its duties and responsibilities for charitable funds

- Discharge delegated responsibilities from the Corporate Trustee for the control and management of Charitable Funds.

2.3 Provide advice and assurance to the Charity Trustee on the delivery of the ~~its~~ the ~~charitable~~ Charitable F~~f~~unds S~~s~~trategy, including fundraising, budgets, priorities and spending criteria.

2.4 Within the strategy and budget determined by the Trustee and consistent with the requirements of the Charities Act 1993, Charities Act 2006 (or any modification of these acts) to apply the charitable funds in accordance with their respective governing documents and the UHB Charitable Funds Governance Framework

.

2.5 To ensure that the policies and procedures for charitable funds investments are followed. To make decisions involving the sound investment of charitable funds in a way that both preserves their value and produces a proper return consistent with prudent investment and ensuring compliance with:-

- Trustee Act 2000
- The Charities Act 1993

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- The Charities Act 2006
- The Charities Act 2011
- The Charities Act 2016
- Terms of the Funds' Governing documents

2.6 To receive at least twice a year, reports for ratification from the Director of Finance ~~and~~ on investment decisions and action taken through delegated powers upon the advice of the investment adviser.

2.7 To oversee and monitor the functions performed by the Director of Finance as defined in Standing Financial Instructions.

2.8 To monitor the progress of Charitable Appeals where these are in place and considered to be material.

2.9 To monitor and review the scheme of delegation for Charitable Funds expenditure and to set and reflect in Financial Procedures the approved delegated limits for expenditure from Charitable Funds.

2.10 To monitor the work of the Charitable Bids Panel

3. DELEGATED POWERS AND AUTHORITY

Delegated Powers and Duties of the Director of Finance

3.1 The Director of Finance has ~~prime~~ financial responsibility for the UHB Charitable Funds as defined in the UHB Standing Financial Instructions. The specific powers, duties and responsibilities delegated to the Director of Finance are:-

- Administration of all existing charitable funds;
- To identify any new charity that may be created (of which the UHB is trustee) and to deal with any legal steps that may be required to formalise the trusts of any such charity ;
- Provide guidelines with regard to donations, legacies and bequests, fundraising and trading income;
- Responsibility for the management of investment of funds held on trust;
- Ensure appropriate banking services are available;
- Prepare reports to the Trustee including the Annual Accounts;

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Authority

3.2 The Committee is empowered with the responsibility for:-

- Overseeing the day to day management of the investments of the charitable funds in accordance with the investment strategy set down from time to time by the Trustee and the requirements of the UHB Standing Financial Instructions;

- The appointment of an investment manager to advise it on investment matters and may delegate day-to-day management of some or all of the investments to that investment manager. In exercising this power the Committee must ensure that:

  a) The scope of the power delegated is clearly set out in writing and communicated with the person or persons who will exercise it;

  b) There are in place adequate internal controls and procedures which will ensure that the power is being exercised properly and prudently;

  c) The performance of the person or persons exercising the delegated power is regularly reviewed;

  d) Where an investment manager is appointed, that the person is regulated under the Financial Services Act 1986;

  e) Acquisitions or disposal of a material nature must always have written authority of the Committee or the Chair of the Committee in conjunction with the Director of Finance;

- Ensuring that the banking arrangements for the charitable funds are kept entirely distinct form the UHB NHS funds;

- Ensuring that arrangements are in place to maintain current account balances at minimum operational levels consistent with meeting expenditure obligations, the balance of funds being invested in interest bearing deposit accounts;

- The amount to be invested or redeemed from the sale of investments shall have regard to the requirements for immediate and future expenditure commitments;

- The operation of an investment pool when this is considered appropriate to the charity in accordance with charity law and the directions and guidance of the Charity Commission. The Committee shall propose the basis to the UHB for applying accrued income to individual funds in line with charity law and Charity Commissioner guidance;

- Obtaining appropriate professional advice to support its investment activities;

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- Regularly reviewing investments to see if other opportunities or investment services offer a better return;

- Overseeing the work of the Charitable Funds Bids Panel

3.3 The Committee is authorised by the ~~Board~~ Charity Trustee to:

- Investigate or have investigated any activity within its Terms of Reference and in performing these duties shall have the right, at all reasonable times, to inspect any books, records or documents of the UHB relevant to the Committee's remit. It can seek any relevant information it requires from any employee and all employees are directed to co-operate with any reasonable request made by the Committee;

- Obtain outside legal or other independent professional advice and to secure the attendance of outsiders with relevant experience and expertise if it considers this necessary, subject to the ~~Board's~~ Charity Trustee's budgetary and other requirements; and

- By giving reasonable notice, require the attendance of any of the officers or employees and auditors of the ~~Board~~ Charity Trustee at any meeting of the Committee.

Access

3.4. The Head of Internal Audit shall have unrestricted and confidential access to the Chair of the Committee.

Sub Committees

3.5. The ~~Board~~ Charity Trustee has approved the following sub-committees of the Charitable Funds Committee:

- Charitable Funds Bids Panel
- ~~In addition the~~ Staff Benefits Group ~~will report progress on staff benefits to the Committee Staff Benefits Group~~
-

4. MEMBERSHIP

Members

A minimum of six (6) members, comprising:

Chair	Independent Member of the ~~Board~~Charity Trustee
Vice Chair	Independent Member or Members of the ~~Board~~ Charity Trustee

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Members	A minimum of 4 other members of the ~~Board~~ Charity Trustee ~~to include Lead Executive for Charitable Funds.~~as follows: Independent Member Executive Nurse Director (Lead Executive) Deputy CEO and Executive Director of Workforce and OD Executive Director of Therapies and Health Science ~~.~~

At least half of the overall membership must be Independent Members.

Attendees

4.2. The Committee may require the attendance for advice, support and information routinely at meetings from:

- Director of Communications, Arts, Health Charity and Engagement
- Director of Corporate Governance
- Deputy Director of Finance
- Charitable Funds Accountant
- UHB Investment Advisor
- Chair of Charitable Funds Bids Panel
- Chair of Staff Benefits Group / Vice Chair of Charitable Bids Panel
- ~~Director of Communications, Arts, Health Charity and Engagement~~

4.3. By invitation:

The Committee Chair may extend invitations to attend committee meetings to others from within or outside the organisation who the committee considers should attend, taking account of the matters under consideration.

Secretariat

4.4 Secretary: as determined by the ~~Board Secretary (Director of Corporate Governance)~~Director of Corporate Governance

Member Appointments

4.5 The membership of the Committee shall be determined by the ~~Board~~Charity Trustee, based on the recommendation of the ~~UHB~~ Chair of the Charity Trustee- taking account of the balance of skills and expertise necessary to deliver the committee's remit and subject to any specific requirements or directions made by the Welsh Government.

Tolley,Laura
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4.6 Terms and conditions of appointment, (including any remuneration and reimbursement) in respect of co-opted independent external members are determined by the ~~Board~~Charity Trustee, based upon the recommendation of the ~~UHB~~ Charity Trustee Chair {and, where appropriate, on the basis of advice from the UHB Remuneration and Terms of Service Committee}.

Support to Committee Members

4.7 The ~~Board Secretary (Director of Corporate Governance),~~Director of Corporate Governace on behalf of the Committee Chair, shall:

- Arrange the provision of advice and support to committee members on any aspect related to the conduct of their role; and

- Ensure the provision of a programme of development for committee members in conjunction with the Deputy CEO and Executive Director of Workforce and Organisational Development.

5. COMMITTEE MEETINGS

Quorum

5.1 At least three members must be present to ensure the quorum of the Committee. Of these three, two must be Independent Members (one of whom is the Chair or Vice Chair) and one must be the Executive Lead for Charitable Funds.

Frequency of Meetings

5.2 Meetings shall be held quarterly and otherwise as the Committee Chairs deems necessary - consistent with the UHB annual plan of Board Business.

Withdrawal of Individuals in Attendance

5.3 The Committee may ask any or all of those who normally attend but who are not members to withdraw to facilitate open and frank discussion of particular matters.

6. RELATIONSHIP AND ACCOUNTABILITIES WITH THE BOARD AND ITS COMMITTEES/GROUPS

6.1 The Committee is directly accountable to the Board, in its capacity as T~~t~~rustee, for its performance in exercising the functions set out in these terms of reference.

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6.2. The Committee, through its Chair and members, shall work closely with the Board's other committees and groups to provide advice and assurance to the Board through the:

- Joint planning and co-ordination of Board and Committee business; and
- Appropriate sharing of information

In doing so, contributing to the integration of good governance across the organisation, ensuring that all sources of assurance are incorporated into the UHB overall risk and assurance framework.

6.3 The Committee shall embed the UHB's values, corporate standards, priorities and requirements, e.g., equality, diversity and human rights through the conduct of its business.

7. REPORTING AND ASSURANCE ARRANGEMENTS

7.1 The Committee Chair shall agree arrangements with the UHB Chair to report to the Board in their capacity as ~~trustee~~Trustee. This may include, where appropriate, a separate meeting with the Board.

7.2 The ~~Board Secretary (~~Director of Corporate Governance~~)~~, on behalf of the Board, shall oversee a process of regular and rigorous self-assessment and evaluation of the Committee's performance and operation.

8. APPLICABILITY OF STANDING ORDERS TO COMMITTEE BUSINESS

8.1 The requirements for the conduct of business as set out in the UHB Standing Orders are equally applicable to the operation of the Committee, except in the following areas:

- Quorum

9. REVIEW

9.1 These terms of reference and operating arrangements shall be reviewed on a ~~biennial~~ annual basis by the Committee with reference to the ~~Board.~~Charity Trustee

Tolley,Laura
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Charitable Funds Committee Work Plan 2020-21					
A -Approval D- discussion I - Information	**Exec Lead**	**05-May**	**04-Aug**	**03-Nov**	**16-Mar**
Agenda Item					
Standing Items					
Charitable Funds Bids Panel Report	RW/JB	I	I	I	I
Finance Monitoring Report	RW/CL	D	D	D	D
Staff Benefits Group Report	RW/JB	I	I	I	I
New Charitable Fund Applications	RW/JB	A	A	A	A
Fundraising Report Update	RW/JB	D	D	D	D
Charitable Funds Strategy - fundraising - budgets - Priorities - spending Criteria - investment decisions	RW/JB		D		D
Health Charity Annual Report	RW/JB				A
Arts Annual Report	RW/JB				A
Investment Update	RW/CL	D		D	
Events Planner	RW/JB				A
Scheme of Delegation	RW/CL		A		
Annual Accounts	RW/CL				A
Charitable Funds Committee Governance					
Annual Work Plan	NF				A
Self assessment of effectiveness	NF		D		
Review Terms of Reference	NF				A
Produce Charitable Funds Committee Annual Report	NF				A
Minutes of Charitable Funds Committee Meeting	NF	A	A	A	A
Action log of Charitable Funds Committee Meeting	NF	D	D	D	D

Easy Tender
03/09/2020 16:34:21

Report Title:	**Charitable Funds Committee – Annual Workplan 2020-21**						
Meeting:	Charitable Funds Committee				**Meeting Date:**	17th March 2020	
Status:	**For Discussion**		**For Assurance**		**For Approval**	x	**For Information**
Lead Executive:	Director of Corporate Governance						
Report Author (Title):	**Director of Corporate Governance**						

Background and current situation:

The purpose of the report is to provide Members of the Charitable Funds Committee with the opportunity to review the Charitable Funds Committee Work Plan 2020/21 prior to presentation to the Charity Trustee for approval.

The work plan for the Committee should be reviewed on an annual basis to ensure that all areas within its Terms of Reference are being delivered.

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

The work plan for the Charitable Funds Committee has been developed based upon the requirements set out in its Terms of Reference (also on the agenda). It ensures that the Committee will advise and assure the Charity Trustee on whether effective governance and assurance arrangements are in place.

Recommendation:

The Charitable Funds Committee is asked to:

REVIEW the Work Plan 2020/21;
APPROVE the Work Plan 2020/21;
RECOMMEND approval to the Charity 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	x	6.	Have a planned care system where demand and capacity are in balance	x
2.	Deliver outcomes that matter to people	x	7.	Be a great place to work and learn	x
3.	All take responsibility for improving our health and wellbeing	x	8.	Work better together with partners to deliver care and support across care sectors, making best use of our people and technology	x
4.	Offer services that deliver the population health our citizens are entitled to expect	x	9.	Reduce harm, waste and variation sustainably making best use of the resources available to us	x

Tolley,Laura
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5. Have an unplanned (emergency) care system that provides the right care, in the right place, first time	x	10. Excel at teaching, research, innovation and improvement and provide an environment where innovation thrives	x

Five Ways of Working (Sustainable Development Principles) considered *Please tick as relevant, click here for more information*									
Prevention	x	Long term	x	Integration	x	Collaboration	x	Involvement	x

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.*

Tolley,Laura
03/09/2020 16:34:3

Report Title:	ARTS REPORT						
Meeting:	Charitable Funds Committee				Meeting Date:	17.03.20	
Status:	For Discussion		For Assurance		For Approval	√	For Information
Lead Executive:	Executive Nurse Director						
Report Author (Title):	Director of Communications, Arts, Health Charity and Engagement						

Background and current situation:

In line with the Memorandum of Understanding between the Welsh Government and the NHS Confederation in Wales, the Arts programme within Cardiff and Vale UHB is developing rapidly in terms of both scope and pace.

We currently have the most ambitious Arts programme within the UHBs in Wales despite a historically smaller team and less financial freedom than equivalent organisations within Wales. This fund, and the ability to accept specific fundraising and contributions, would allow the Arts team to continue achieving the vision of the UHB, NHS Confederation Wales and the Welsh Government in relation to Arts in Health.

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

- Arts Annual report - accessed via googledrive / hard copies to be provided for CFC meeeting
- Gallery exhibition schedule – attached

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

The Arts programme is underpinned by the Wellbeing for Future Generations work that is being carried out across the UHB.

The Welsh Government and the Arts Council of Wales Memorandum of Understanding (MOU) about the importance of Arts within the Hospital environment is, as previously mentioned, a key driving force within the UHB Arts Strategy. The MOU also includes Public Health Wales and participants in the Cross Party Group on Arts and Health in the National Assembly. It also highlights the need for the Arts Council of Wales to be more closely aligned with the priorities of Government and Health Boards and to respond to the challenge of working towards a more holistic approach to health and wellbeing for our patients.

Our patients are already seeing amazing benefits from the many Arts projects within the UHB. The Arts programme is wide ranging from Music and Art exhibitions to Theatre and Heritage programmes, all of which contribute to our Arts and Wellbeing Strategy.
In order to further develop and enhance the experience we offer to our patients, as per the element of Culture within the UHB strategy, there is a pressing need to work more efficiently as an Arts team within the UHB.

Tolley,Laura
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The way in which the imaginative and emotionally expressive experiences of the Arts can make a distinctive and versatile contribution to keeping people well is tangible, and as recognised by the Art Council and Welsh Government, Healthcare providers in Wales have an excellent opportunity to harness the power of Art in supporting our patients now and in the future.

Recommendation:

To continue to realise the vision contained with Cardiff and Vale University Health Boards Arts Strategy, further funding will be required to support the continuation of the Arts Programme at the next Charitable Funds Committee meeting.

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

Tolley,Laura
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ORIEL YR AELWYD
HEARTH GALLERY

Exhibitions in Oriel yr Aelwyd: The Hearth Gallery
January 2019 – Dec 2019

Vale of Glamorgan Artists – VOGA

8/1/19 – 29/1/19

A local artist's collective supported by Jane Hutt AM involved in community arts initiatives.

Sculpture, painting, print and textiles from 14 local artists

Talley,Laura
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The Welsh Group- *Diverse Imaginations*
1/2/19 – 10/3/19

Established in 1948, the Welsh group is widely exhibited across Wales and is well connected within the artists' community. The exhibition opening was well attended and
supported by Contemporary Arts Society of Wales, and alongside the 56 Group exhibition, firmly placed The Hearth Gallery as a notable exhibition venue for established, professional artists groups.
30 artists exhibited work including paintings, sculpture, drawing and print

Lee Phillips- *The Shed Project*
13/3/19 – 3/4/19

A solo exhibition by Lee John Phillips which highlighted the importance of mens creative art practice and hobbies, and which was linked to Men's sheds.
The Shed Project, a project by Lee illustrating the entire contents of his grandfathers shed, began 5 years ago, has been featured on ITV Wales, BBC Radio Wales and Wales online, and in the Jerwood Drawing Prize, and the Hearth Gallery was the first venue to stage a solo exhibition of the Shed Project. At the opening of the exhibition, Lee provided an opportunity for visitors to take part in Virtual Reality viewing of the space, together with a virtual reality link via mobile phone.

Wellbeing: Nature, Spaces and the Feminine
8/4/19 – 3/5/19

An exhibition by three women artists who explore through their work ancient healing sites, alternative urban utopias and the creation of wellbeing spaces.

Tolley, Laura
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Vaida Barzdaite presented *Urban Feminine Utopia*, a photographic project exploring wellbeing, peace and balance through a deep connection with nature.
Nick Davies presented work inspired by ancient healing sites, health and wellbeing associated with the feminine, and Catherine Lewis re-created the + wellspace + she made during her residency at 1A Inverness Place, Cardiff, for the Made in Roath Festival. It became her place of sanctuary and recovery during her treatment for breast cancer at UHL: a + wellspace + of memories, objects, inks, playfulness, craft, mindfulness, questions, empathy, security and friendship.
Our first Mindfulness Session with Dr.Nicole Parish, Clinical Psychologist, Child Health Psychology, UHW in the gallery ran during the exhibition, and visitors had ample opportunity during the exhibition to chat to the artists involved. The exhibition was particularly well documented on social media.

Talley,Laura
03/05/2020 16:34:3

Gwanwyn Festival
8/05/19 – 10/6/19

Jorge Lizalde, *Mnemonic V3* and Tai Chi Practitioners, Christie Butteridge and Sue Carter.
Artist Jorge Lizalde worked with Solace and Carers at the Highlight Community Centre in Barry, on a community arts project which gave carers a voice and an opportunity to express their memories and experiences through film and writing. As part of the artwork, Jorge reconstructed the memories from found images. The result was a poignant film and reflection around memory, and caring for a loved one with dementia. The film was shown as part of an exhibition in The Hearth Gallery, and the participants enjoyed a film screening event in the gallery. The project inspired the group, who meet weekly, to embark on their own arts project, particularly around photography and storytelling.
In addition, Tai Chi sessions ran in Day Rehabilitation Hospital at UHL with Parkinson's, Falls and Cardiac patients, and a number of the outpatients have continued to access the Tai Chi sessions outside the hospital.

Cowbridge Art Society
12/6/19 – 5/7/19

This exhibition featured work from members of Cowbridge Art Society in a variety of different media; accessible, and affordable art enjoyed by gallery visitors. Cowbridge Art Society is a well supported local arts group with both professional and emerging artists amongst their members. Cowbridge Arts Society are well placed to support exhibition spaces in our other hospital sites including Barry Hospital.
34 artists took part in the exhibition

Talley, Laura
03/05/2020 16:34:3

Kings Road Artist's Studios
9/5/19 - 31/7/19

An exhibition by the Kings Road artist's collective of paintings and photography. Kings Road artists are part of a vibrant community of artisan businesses and sustainable initiatives at Kings Yard in Cardiff.
10 artists took part in the exhibition

Summer Open Exhibition
7/8/19 – 8/9/19

Our Annual Summer Exhibition drew in new staff members to exhibit their work alongside our growing group of regular staff exhibitors. Our Summer exhibition gives an opportunity for staff members, patients and long term visitors to take part in the creative process, to start a new hobby, and gives confidence to those wishing to exhibit their work, or to restart their creative practice.
15 Artists

Brief History of Healing
12th September 2019 – 30th September 2019
An innovative cross-site exhibition between the Hearth Gallery and ArcadeCampfa in central Cardiff led by visual artist Gail Howard, Clare Charles, Director at ArcadeCampfa and printmaker/writer Sarah Featherstone.
Brief History of Healing is a patient and artist led project, seeking to explore the value of art making and personal expression in relation to our health. Gail and Sarah held printmaking, creative writing and weaving interventions in the public areas of the hospital, using a reconditioned and reimagined drugs trolley, which were open to all. Sessions also took place within an activity room in Hafan y Coed, with the support of staff members. The project provided a spontaneous, unique opportunity for patients, staff and visitors to engage in creative activities, and through dialogue and art making sought to highlight the therapeutic value of creative activity and the impact of creative art and creative thinking/writing can have on our wellbeing.
'The Brief History of Healing has developed out of my own experience as an inpatient, where I found access to creative activity can be a problem for patients who aren't able to leave the ward. The project highlights the intrinsic value of art and craft occupation advocating a person-centred approach to care and recovery.' Gail Howard.

The project was funded by Arts Council for Wales and Cardiff & Vale Health Charity.

Talley,Laura
03/05/2020 16:34:37

Altered States on ICU

1st October 2019 – 31st October 2019

An exhibition by **Dr Martyn Stones** (Psychiatry trainee and PhD student, Department of Psychological Medicine and Clinical Neurosciences, School of Medicine, Cardiff University) of Visual Hallucinations described by patients during the Cardiff Delirium Study. Each piece of work gives the viewer a unique insight into the patients' subjective experience on the intensive care unit (ICU).

Delirium is a common condition effecting about 20% of all hospital patients. There are no blood-tests or medicines designed for the treatment of delirium and the government (NICE) has identified that research is urgently needed.

The aim of this study was to investigate the relationship between the biological and psychological changes that occur in patients on intensive care after heart surgery. Patients' who agreed to take part in the study described their visual hallucinations to
Jan Sharp (Senior Medical Artist, Department of Medical Illustration, University Hospital of Wales, Cardiff) who then created the artwork. Photo-montage was chosen in an attempt to accurately represent the hallucinations and enable viewers to experience what the patient saw. Layers of digital airbrushing techniques were used to create these strange and bizarre, dream-like scenes.
The exhibition was visited by Vaughan Gethin AM 11TH October 2019, and the exhibition then travelled to the Hadyn Ellis building, Cardiff University. Janice and Martyn also presented and exhibited at the Wellcome Collection, London. The discussion focussed on the impact of exhibition in a relevant clinical setting.
Comments from the exhibition:
"Pictorial descriptions make it so much clearer to understand the type of hallucinations experienced and how they can be so frightening"
"Very moving and thought provoking, beautifully portrayed"
"Shows a different side of caring – helps me see what our patients see"
"Really interesting and eye opening"

Silver Lining

2nd November 2019 – 28th November 2019

A collaborative exhibition between Silver Lining Cymru service users and Beth Morris Workshops. The service users of the Brain Injury Charity, Silver Lining Cymru, take part in workshops with Beth Morris (who runs a community art school at Insole Court, Cardiff) twice a week and the results of these workshops made up the Silver Lining Exhibition at the Hearth Gallery.
Both the Silver Sketchers and Silver Stitchers workshops are funded by the charity and these weekly classes are therapeutic and fun for the Silver Lining Service users which also creates a sense of community and friendship between them all.

Talley, Laura
03/05/2023 16:19:37

This collaboration between Silver Lining Cymru and Beth Morris Workshops has featured on the BBC One Show, and this inspirational footage was shown as part of the exhibition.
This private view at the gallery attracted a large number of visitors – approximately 70 people, and sales benefited The Silver Lining Charity and Cardiff & Vale Health Charity
Over the duration of the exhibition, Beth held six of her workshops in the gallery space for visitors to meet the artists and the exhibition also had a feature on Wales Online.
Comments from the exhibition:
"Every hospital should have a space like this. So uplifting for the brain injury survivors and their families"
"Wonderful artwork, very inspiring"
"Brightened up my visit to the hospital, truly uplifting for the heart"

Winter Open Exhibition

3rd December 2019 – 7th January 2020 (with extension to the 12th Jan)
A large 'open call' group exhibition of paintings, drawings, photography, textiles and prints by Staff, Patients and Visitors.
The diverse range of artwork proved very popular with visitors and many people stayed in the gallery to view the works for a longer period of time.
We also introduced selling work of local makers in the plaza space cabinets and this also proved very popular with patients, staff and visitors by having the opportunity to buy unique gifts just before Christmas. It also opens up more opportunities for collaboration and supporting the local creative scene.
Comments from the exhibition:
"Such talent here! Always an uplifting end to visit the gallery after emotional hospital appointments. Thank you!"
"How lovely to have this space in a hospital"
"Wonderful to see art in this context – thank you for calming me during my visit (to hospital)"
"What a lovely break from the hospital ward"

A total of 143 Artists exhibited in the Hearth Gallery in 2019

Plaza Exhibition Space

A total of **10 artists** displayed solo exhibitions of their work in the Plaza Exhibition space in 2019**.** This exhibition space just outside the gallery receives a high footfall of visitors and represents an excellent opportunity for smaller exhibitions by artists

Talley,Laura
03/05/2020 16:34:3

Mylo Elliott
29/1/19 – 12/3/19

Mylo is a recent graduate from Cardiff School of Art and Design, and the exhibition linked with exhibition and workshops at the Art School. Paintings exhibition of graffiti art.

Sean Donovan
13/3/19 – 12/4/19

Painting and sculpture

Forget me Not Chorus
13/4/19 – 30/4/19

My Song My Story photography exhibition of the Forget Me Not Chorus who performed in our wards at UHL and St. David's Hospital in 2019

Rachel Hannah artist
1/5/19 – 4/6/19

Rachel Trott donated one of her paintings to Cardiff and Vale Health Charity and received a number of commissions as a result of the exhibition

Bethan Gibbs
5/6/19 – 2/7/19

A recent CSAD graduate, Bethan's work focusses on mental health and lived experience. Paintings

David McKeevers
3/7/19 – 8/8/19

Photography exhibition by a staff member

Touch a flower, Talk to me
9th September 2019 – 30th September 2019

A digital arts and textile art project supported by Cardiff & Vale Health Charity, with patients and staff from Rookwood Hospital, specialist Neuro-rehabilitation ward 7, Sunrise Senior Living arts and crafts group, Year 6 pupils from Peter Lea Primary School and artist Marion Cheung.

Over 12 weeks, Marion worked with 54 participants to create a wall hanging for Ward 7's day room at Rookwood Hospital and an exhibition of interactive flowers.

Talley, Laura
03/05/2024 16:34:37

Marion held brief informal interviews with staff members of Rookwood Hospital and they spoke about what it is like to work at Rookwood, what their jobs entail and what makes working there special. During the exhibition, these interviews could then be heard through a speaker and headphones by touching the middle section of the handmade flowers which Marion had made with the participants.
A very well received exhibition from community based work and pleasing visual content and meaning in the exhibition.

Solitude

2nd October 2019 – 30th October 2019

Michaela is a mature student in her final year studying BA (Hons) Photography. During her lifetime Michaela has suffered trauma, triggering various levels of anxieties and whilst she can now identify the triggers, in the past various situations were almost impossible to endure. Since commencing her degree Michaela has used her Photography as a means of therapy.
The images in this series were taken at Psygodlyn Mawr, a lake in Welsh St Donat's, in the early hours of a misty morning in January. The result is a body of work created whilst struggling with the diagnosis of a terminal illness of a close relative.
The exhibition was shown in October to show support over Mental Health Awareness Day on the 10th October.

Share a Life

1st November 2019 – 28th November 2019

Share a Life is a growing collection of portraits and stories displaying the spectrum of homelessness throughout Wales from those who have experienced it. Through this project, we are offering an opportunity to break down the stigma and barriers surrounding homelessness.

Katherine Holmes has been working alongside the homeless and socially isolated facilitating art classes at the TAVS Centre on City Road and various Council hostels. Whilst making art alongside these individuals she also brings personality and character into customised portraits of them.

Alongside these art sessions, Phil Ellis has taken each individual's words from their interviews to give us a glimpse into their lives. Sharing each story alongside each portrait encourages us to think about the complexities and the issues that surround homelessness. Phil is creatively opening our eyes to their story and to the value and worth of each individual.

This touring exhibition is a collaboration between artist Katherine Holmes, Phil Ellis, Glenwood Faith Community and TAVS.

<u>Comments from the exhibition:</u>

"A superb facility, very touching exhibition. The homelessness stories touched my heart"

Tallen/Tasna
03/05/2020 16:34:37

Mouth Painting Art

4th December 2019 – 5th January 2020

Mouth Painting Art, is an inspiring collection of Artwork by Rosaleen Moriarty-Simmonds OBE and supported by the Mouth and Foot Painting Artists Association.

Rosaleen is a Disabled Businesswoman, Equality Campaigner, Prolific Volunteer and Charitable Worker; Author, Media Presenter, Inspirational Speaker and Artist with the world renowned, Mouth & Foot Painting Artists.
Showcasing 18 pieces of work in the Plaza space, Rosie demonstrates her determination to make art with a disability by painting with a paintbrush in her mouth and how the Mouth and Foot Painting Artists Association has allowed her to make a living.

Corridor Exhibition Space

The corridor exhibition in 2019 showed work by artists in connection to Our Orchard, a community mental health and wellbeing group, and group staff exhibition and an exhibition by our Medical Illustration team curated by Janice Sharp.

Cross-site Exhibitions

Makers Guild, Craft in the Bay, Urdd 2019.

Get Well Soon – Brysia wella

A collaborative between Cardiff and Vale University Health Board, The Makers Guild and 6 artists as part of Urdd 2019. The theme for the project focussed on creativity, health and wellbeing as a means by which younger people can link with some of the more vulnerable people in our communities, and support them. The workshop sessions were conducted in the Welsh Language, and participants had an opportunity to learn new skills, to discuss ideas around identity and belonging, welsh culture and the welsh icon of caring- the NHS.
They also had the opportunity to add their created pieces to a growing installation, and to exhibit their work in a professional gallery.
As part of the project and exhibition, participants created unique message cards, symbols of caring, emblems, and symbols of a strong welsh identity to be given to older patients in hospital as a Get Well Soon message from the young.
6 creative sessions took place through the Urdd week at Craft-in-the-Bay and included Free Motion Stitching, 3D Sculpture, Drawing, and collage. The sessions were delivered on a drop-in basis, and ensured an opportunity for everyone to join in making.

Talley,Laura
03/05/2020 16:34:3

ArcadeCampfa A Brief History of Healing

As part of Cardiff and Vale University Health Board's arts for Health and Wellbeing strategy, we were delighted to be able to offer support through Cardiff & Vale Health Charity for an innovative project by Gail Howard and Clare Charles, ArcadeCamfa, and a team of artists which explored the provision for participation in creative arts activities and making for patients, visitors and staff members at University Hospital Llandough alongside the Arts Council for Wales. We were able to provide funding through Cardiff & Vale Health Charity, to provide exhibition space, the assistance of staff members, materials and equipment and to support in kind.

Tolley,Laura
03/05/2020 16:34:3

Community Arts Projects and Exhibitions

- Gwanwyn Festival in Highlight Community Centre and Hearth Gallery
- Share a Life, Plaza Exhibition Space
- Get Well Soon, Urdd 2019 with Makers Guild, Cardiff, Craft in the Bay Exhibition
- Holding on to Hope project, exhibition, music and spoken word events , exhibition in St. Illtud's Church, Llantwit Major

Tolley,Laura
03/05/2020 16:34:3

Music events with BelBlue and photography exhibition by Lucy Purrington

Community Art Groups

- VOGA
- Welsh Group
- Cowbridge Art Society
- Silver Lining
- Kings Road Artist's Studios

Staff Exhibitions

- Summer Open Exhibition
- Winter Open Exhibition
- David McKeever, Plaza Exhibition Space
- Media Resources/ Medical Illustration
- Altered States on ICU

Charities

- Silver Lining
- Mouth and Foot Painters
- Age Cymru

Tolley,Laura
03/05/2020 16:34:3

ORIEL YR AELWYD
HEARTH GALLERY

Exhibitions in Oriel yr Aelwyd: The Hearth Gallery
January 2019 – Dec 2019

Vale of Glamorgan Artists – VOGA
8/1/19 – 29/1/19

A local artist's collective supported by Jane Hutt AM involved in community arts initiatives. Sculpture, painting, print and textiles from 14 local artists

The Welsh Group- *Diverse Imaginations*
1/2/19 – 10/3/19

Established in 1948, the Welsh group is widely exhibited across Wales and is well connected within the artists' community. The exhibition opening was well attended and supported by Contemporary Arts Society of Wales, and alongside the 56 Group exhibition, firmly placed The Hearth Gallery as a notable exhibition venue for established, professional artists groups.
30 artists exhibited work including paintings, sculpture, drawing and print

Tallen Lewis
03/12/2020 16:34:10

Lee Phillips- *The Shed Project*
13/3/19 – 3/4/19

A solo exhibition by Lee John Phillips which highlighted the importance of mens creative art practice and hobbies, and which was linked to Men's sheds.
The Shed Project, a project by Lee illustrating the entire contents of his grandfathers shed, began 5 years ago, has been featured on ITV Wales, BBC Radio Wales and Wales online, and

in the Jerwood Drawing Prize, and the Hearth Gallery was the first venue to stage a solo exhibition of the Shed Project. At the opening of the exhibition, Lee provided an opportunity for visitors to take part in Virtual Reality viewing of the space, together with a virtual reality link via mobile phone.

Wellbeing: Nature, Spaces and the Feminine
8/4/19 – 3/5/19

An exhibition by three women artists who explore through their work ancient healing sites, alternative urban utopias and the creation of wellbeing spaces.
Vaida Barzdaite presented *Urban Feminine Utopia*, a photographic project exploring wellbeing, peace and balance through a deep connection with nature.
Nick Davies presented work inspired by ancient healing sites, health and wellbeing associated with the feminine, and Catherine Lewis re-created the + wellspace + she made during her residency at 1A Inverness Place, Cardiff, for the Made in Roath Festival. It became her place of sanctuary and recovery during her treatment for breast cancer at UHL: a + wellspace + of memories, objects, inks, playfulness, craft, mindfulness, questions, empathy, security and friendship.
Our first Mindfulness Session with Dr.Nicole Parish, Clinical Psychologist, Child Health Psychology, UHW in the gallery ran during the exhibition, and visitors had ample opportunity during the exhibition to chat to the artists involved. The exhibition was particularly well documented on social media.

Gwanwyn Festival
8/05/19 – 10/6/19

Jorge Lizalde, *Mnemonic V3* and Tai Chi Practitioners, Christie Butteridge and Sue Carter.
Artist Jorge Lizalde worked with Solace and Carers at the Highlight Community Centre in Barry, on a community arts project which gave carers a voice and an opportunity to express their memories and experiences through film and writing.
As part of the artwork, Jorge reconstructed the memories from found images. The result was a poignant film and reflection around memory, and caring for a loved one with dementia. The film was shown as part of an exhibition in The Hearth Gallery, and the participants enjoyed a film screening event in the gallery. The project inspired the group, who meet weekly, to embark on their own arts project, particularly around photography and storytelling.
In addition, Tai Chi sessions ran in Day Rehabilitation Hospital at UHL with Parkinson's, Falls and Cardiac patients, and a number of the outpatients have continued to access the Tai Chi sessions outside the hospital.

Tylerbaun
03/07/2020 14:31 (BST)

Cowbridge Art Society
12/6/19 – 5/7/19

This exhibition featured work from members of Cowbridge Art Society in a variety of different media; accessible, and affordable art enjoyed by gallery visitors. Cowbridge Art Society is a well supported local arts group with both professional and emerging artists amongst their members. Cowbridge Arts Society are well placed to support exhibition spaces in our other hospital sites including Barry Hospital.
34 artists took part in the exhibition

Kings Road Artist's Studios
9/5/19 - 31/7/19

An exhibition by the Kings Road artist's collective of paintings and photography. Kings Road artists are part of a vibrant community of artisan businesses and sustainable initiatives at Kings Yard in Cardiff.
10 artists took part in the exhibition

Summer Open Exhibition
7/8/19 – 8/9/19

Our Annual Summer Exhibition drew in new staff members to exhibit their work alongside our growing group of regular staff exhibitors. Our Summer exhibition gives an opportunity for staff members, patients and long term visitors to take part in the creative process, to start a new hobby, and gives confidence to those wishing to exhibit their work, or to restart their creative practice.
15 Artists

Jolly, Laura
02/06/2020 16:34:37

Brief History of Healing

12th September 2019 – 30th September 2019

An innovative cross-site exhibition between the Hearth Gallery and ArcadeCampfa in central Cardiff led by visual artist Gail Howard, Clare Charles, Director at ArcadeCampfa and printmaker/writer Sarah Featherstone.

Brief History of Healing is a patient and artist led project, seeking to explore the value of art making and personal expression in relation to our health.

Gail and Sarah held printmaking, creative writing and weaving interventions in the public areas of the hospital, using a reconditioned and reimagined drugs trolley, which were open to all. Sessions also took place within an activity room in Hafan y Coed, with the support of staff members. The project provided a spontaneous, unique opportunity for patients, staff and visitors to engage in creative activities, and through dialogue and art making sought to highlight the therapeutic value of creative activity and the impact of creative art and creative thinking/writing can have on our wellbeing.

'The Brief History of Healing has developed out of my own experience as an inpatient, where I found access to creative activity can be a problem for patients who aren't able to leave the ward. The project highlights the intrinsic value of art and craft occupation advocating a person-centred approach to care and recovery.' Gail Howard.

The project was funded by Arts Council for Wales and Cardiff & Vale Health Charity.

Altered States on ICU

1st October 2019 – 31st October 2019

An exhibition by **Dr Martyn Stones** (Psychiatry trainee and PhD student, Department of Psychological Medicine and Clinical Neurosciences, School of Medicine, Cardiff University) of Visual Hallucinations described by patients during the Cardiff Delirium Study. Each piece of work gives the viewer a unique insight into the patients' subjective experience on the intensive care unit (ICU).

Delirium is a common condition effecting about 20% of all hospital patients.
There are no blood-tests or medicines designed for the treatment of delirium and the government (NICE) has identified that research is urgently needed.

The aim of this study was to investigate the relationship between the biological and psychological changes that occur in patients on intensive care after heart surgery. Patients' who agreed to take part in the study described their visual hallucinations to
Jan Sharp (Senior Medical Artist, Department of Medical Illustration, University Hospital of Wales, Cardiff) who then created the artwork. Photo-montage was chosen in an attempt to accurately represent the hallucinations and enable viewers to experience what the patient saw. Layers of digital airbrushing techniques were used to create these strange and bizarre, dream-like scenes. The exhibition was visited by Vaughan Gethin AM 11TH October 2019, and the exhibition then travelled to the Hadyn Ellis building, Cardiff University. Janice and Martyn also presented and exhibited at the Wellcome Collection, London. The discussion focussed on the impact of exhibition in a relevant clinical setting.

<u>Comments from the exhibition:</u>

"Pictorial descriptions make it so much clearer to understand the type of hallucinations experienced and how they can be so frightening"

"Very moving and thought provoking, beautifully portrayed"

"Shows a different side of caring – helps me see what our patients see"

"Really interesting and eye opening"

Silver Lining

2nd November 2019 – 28th November 2019

A collaborative exhibition between Silver Lining Cymru service users and Beth Morris Workshops. The service users of the Brain Injury Charity, Silver Lining Cymru, take part in workshops with Beth Morris (who runs a community art school at Insole Court, Cardiff) twice a week and the results of these workshops made up the Silver Lining Exhibition at the Hearth Gallery.

Both the Silver Sketchers and Silver Stitchers workshops are funded by the charity and these weekly classes are therapeutic and fun for the Silver Lining Service users which also creates a sense of community and friendship between them all.

This collaboration between Silver Lining Cymru and Beth Morris Workshops has featured on the BBC One Show, and this inspirational footage was shown as part of the exhibition.

This private view at the gallery attracted a large number of visitors – approximately 70 people, and sales benefited The Silver Lining Charity and Cardiff & Vale Health Charity

Over the duration of the exhibition, Beth held six of her workshops in the gallery space for visitors to meet the artists and the exhibition also had a feature on Wales Online.

Comments from the exhibition:

"Every hospital should have a space like this. So uplifting for the brain injury survivors and their families"

"Wonderful artwork, very inspiring"

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3rd December 2019 – 7th January 2020 (with extension to the 12th Jan)

A large 'open call' group exhibition of paintings, drawings, photography, textiles and prints by Staff, Patients and Visitors.

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We also introduced selling work of local makers in the plaza space cabinets and this also proved very popular with patients, staff and visitors by having the opportunity to buy unique gifts just before Christmas. It also opens up more opportunities for collaboration and supporting the local creative scene.

Tony Lewis 09/05/2023 16:04:37

Comments from the exhibition:

"Such talent here! Always an uplifting end to visit the gallery after emotional hospital appointments. Thank you!"

"How lovely to have this space in a hospital"

"Wonderful to see art in this context – thank you for calming me during my visit (to hospital)"

"What a lovely break from the hospital ward"

A total of 143 Artists exhibited in the Hearth Gallery in 2019

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A total of **10 artists** displayed solo exhibitions of their work in the Plaza Exhibition space in 2019**.** This exhibition space just outside the gallery receives a high footfall of visitors and represents an excellent opportunity for smaller exhibitions by artists

Mylo Elliott

29/1/19 – 12/3/19

Mylo is a recent graduate from Cardiff School of Art and Design, and the exhibition linked with exhibition and workshops at the Art School. Paintings exhibition of graffiti art.

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13/3/19 – 12/4/19

Painting and sculpture

Forget me Not Chorus

13/4/19 – 30/4/19

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1/5/19 – 4/6/19

Rachel Trott donated one of her paintings to Cardiff and Vale Health Charity and received a number of commissions as a result of the exhibition

Bethan Gibbs

5/6/19 – 2/7/19

A recent CSAD graduate, Bethan's work focusses on mental health and lived experience. Paintings

Holley, Laura
03/05/2024 14:34:37

David McKeevers

3/7/19 – 8/8/19

Photography exhibition by a staff member

Touch a flower, Talk to me

9th September 2019 – 30th September 2019

A digital arts and textile art project supported by Cardiff & Vale Health Charity, with patients and staff from Rookwood Hospital, specialist Neuro-rehabilitation ward 7, Sunrise Senior Living arts and crafts group, Year 6 pupils from Peter Lea Primary School and artist Marion Cheung.

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Marion held brief informal interviews with staff members of Rookwood Hospital and they spoke about what it is like to work at Rookwood, what their jobs entail and what makes working there special. During the exhibition, these interviews could then be heard through a speaker and headphones by touching the middle section of the handmade flowers which Marion had made with the participants.

A very well received exhibition from community based work and pleasing visual content and meaning in the exhibition.

Solitude

2nd October 2019 – 30th October 2019

Michaela is a mature student in her final year studying BA (Hons) Photography. During her lifetime Michaela has suffered trauma, triggering various levels of anxieties and whilst she can now identify the triggers, in the past various situations were almost impossible to endure. Since commencing her degree Michaela has used her Photography as a means of therapy.

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Katherine Holmes has been working alongside the homeless and socially isolated facilitating art classes at the TAVS Centre on City Road and various Council hostels. Whilst making art alongside these individuals she also brings personality and character into customised portraits of them.

Alongside these art sessions, Phil Ellis has taken each individual's words from their interviews to give us a glimpse into their lives. Sharing each story alongside each portrait encourages us to think about the complexities and the issues that surround homelessness. Phil is creatively opening our eyes to their story and to the value and worth of each individual.

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<u>Comments from the exhibition:</u>

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Showcasing 18 pieces of work in the Plaza space, Rosie demonstrates her determination to make art with a disability by painting with a paintbrush in her mouth and how the Mouth and Foot Painting Artists Association has allowed her to make a living.

Corridor Exhibition Space

The corridor exhibition in 2019 showed work by artists in connection to Our Orchard, a community mental health and wellbeing group, and group staff exhibition and an exhibition by our Medical Illustration team curated by Janice Sharp.

Cross-site Exhibitions

Makers Guild, Craft in the Bay, Urdd 2019.

Get Well Soon – Brysia wella

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They also had the opportunity to add their created pieces to a growing installation, and to exhibit their work in a professional gallery.

As part of the project and exhibition, participants created unique message cards, symbols of caring, emblems, and symbols of a strong welsh identity to be given to older patients in hospital as a Get Well Soon message from the young.

6 creative sessions took place through the Urdd week at Craft-in-the-Bay and included Free Motion Stitching, 3D Sculpture, Drawing, and collage. The sessions were delivered on a drop-in basis, and ensured an opportunity for everyone to join in making.

Talley,Laura
03/05/2020 16:34:37

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- Share a Life, Plaza Exhibition Space
- Get Well Soon, Urdd 2019 with Makers Guild, Cardiff, Craft in the Bay Exhibition
- Holding on to Hope project, exhibition, music and spoken word events , exhibition in St. Illtud's Church, Llantwit Major

Tolley, Laura
02/05/2020 08:34:57

Music events with BelBlue and photography exhibition by Lucy Purrington

Community Art Groups

- VOGA
- Welsh Group
- Cowbridge Art Society
- Silver Lining
- Kings Road Artist's Studios

Staff Exhibitions

- Summer Open Exhibition
- Winter Open Exhibition
- David McKeever, Plaza Exhibition Space
- Media Resources/ Medical Illustration
- Altered States on ICU

Charities

- Silver Lining
- Mouth and Foot Painters
- Age Cymru

Tolley,Laura
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Report Title:	STAFF BENEFITS GROUP REPORT						
Meeting:	Charitable Funds Committee				Meeting Date:	17.03.20	
Status:	For Discussion		For Assurance		For Approval	√	For Information
Lead Executive:	Executive Nurse Director						
Report Author (Title):	Senior Hospital Manager UHL/Barry Hospital - Chair, Staff Benefits Group						

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 for the nine month period May - March 2019 (deferred from December '19).

The Staff Benefits Group meets on a bi-monthly basis 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 six monthly report to the Charitable Funds Committee and Local Partnership Forum, setting out how

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the Committee has met its Terms of Reference during the preceding period.
Recommendation: The Charitable Funds Committee is asked to: - **APPROVE** 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	√

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

Tolley,Laura
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STAFF BENEFITS GROUP REPORT

CHARITABLE FUNDS COMMITTEE - March 2020

STAFF BENEFIT PROVIDERS

Discount providers - the following staff benefits have been approved by the Group in the last 6 months:

- Sports activities (Tennis)
- Local gym memberships
- Local restaurants and cafes

STAFF LOTTERY FUNDING

Icom

- **Vectis Card**

  The contract with Icom for provision of the Vectis Scheme ended in September 2019 and as agreed by the Charitable Funds Committee has not been renewed. Icom continued to provide Vectis scheme benefits to staff members via their App until the end of December 2019, at no further cost. A subsequent statement was issued to staff by the Chair of the SBG in February 2020 advising that the UHB is no longer in partnership with Vectis.

  The Staff Benefits Group has received notification of free websites specifically created to advertise local and national supplier offering NHS staff benefits and will advertise this on its staff benefits pages.

- **Neyber Financial Services**

  Neyber presented their financial services proposal to the Staff Benefits Group in June 2019. The Group agreed that there were similarities to existing services being offered by the Change Account and that some staff benefits were best linked to Health and Wellbeing services. Ceri Butler and Martin Driscoll to take forward under WoD management.

- **Touchscreen Information Point**

  The pilot has commenced at UHL and Barry Hospitals of free information screens provided by Medical Direct. The advertised content will be monitored and approved by colleagues in Patient Experience, Cardiff & Vale Health Charity and the Chair of the Staff Benefits Group. Information includes:

  - wayfinding information

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- promotion of health and wellbeing services
- Health Charity awareness and how to donate
- staff discount providers
- information on NHS wales (available in Welsh/English)

PARTNERSHIP AGREEMENTS

- **Car Dealership**

A tender exercise was conducted by the UHB's Procurement Dept. in Aug 2019, inviting expressions of interest from car dealerships across Cardiff and the Vale of Glamorgan in partnering with the Health Charity to provide staff benefits.

Nathaniel Cars were the successful applicant and Staff Benefits Group representatives have held several meetings to discuss the development of this partnership. This includes its support to the Health Charity, the provision of staff benefits plus added benefits to CVUHB, which include:

- **Silver Privilege Card** (available to all staff members) offering a discounted mot plus further benefits
- **Provision of a dually branded vehicle** for use by the Health Charity to support its fundraising and self-promotion
- **Pool electric vehicle (**for staff use between sites)- has been provided cost free to the Capital and Planning Dept. for a one week trial - Feb '20
- **Maintenance workshops -** provision of free car maintenance workshops to staff across the UHB in 2020
- **Health Charity events –** provision of auction and raffle prizes plus potential sponsorship and promotional opportunities at their dealerships and store in St David's Centre

The official launch of this partnership took place in December 2019.

Since the commencement of this partnership, Nathaniel's have worked collaboratively with the Health Charity on various fundraising events by offering raffle and auction prizes. They have also offered exclusive deals for staff members on vehicle purchases. CAVUHB Governance Dept. are in the process of developing a Memorandum of Understanding (MOU) for this agreement.

Further benefits to Cardiff and Vale University Health Board

Nathaniel Cars has subsequently agreed to partner with CAVUHB in the provision of 4x4 vehicles and drivers to assist with staff transportation in the event of adverse weather. The Health Charity has hosted meetings between Nathaniel's and Strategic Planning Dept. to discuss and develop this and the respective MOU has been agreed by both parties.

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- **Change Account – online banking service for staff**

A launch of the Change Account as a Staff Benefit took place on 6th December 2019. Health Charity staff have subsequently held promotional events at UHW, UHL and Barry Hospitals and a Communications Plan has been produced. Feedback from team members has been that a Change Account representative is required to provide expert advice to staff enquiries at promotional events.

The Health Charity has experienced long delays in receiving communication responses and promotional information form the Change Account to support the delivery of these events. The Head of the Health Charity has subsequently raised concerns to the SBG and CFC members directly re: the lack of input from the Change Account and the impact on Health Charity resources. Paper to be submitted to next CFC Meeting for review and guidance.

Operational Management

- **Terms of Reference**

Presented to Charitable Funds Committee meeting on 11/06/'19. Nicola Foreman, Executive Director of Governance submitting to Trustees for review/approval. The SBG awaits confirmation of approval.

The Year ahead – 2020/21

The Staff Benefits Group will be concentrating on the following initiatives for the remainder of this financial year:

- Increasing the promotion of Staff Benefits providers on social media and via the CAV website
- Redevelopment of the Staff Benefits Pages on the CAVWEB Intranet pages, to ensure this is relevant, informative and up to date
- Supporting the Health Charity and Health Board with partnership and sponsorship opportunities through its communication and engagement with staff benefits providers

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Report Title:	STAFF LOTTERY BIDS PANEL REPORT							
Meeting:	Charitable Funds Committee					Meeting Date:	17/03/20	
Status:	For Discussion		For Assurance	√	For Approval		For Information	
Lead Executive:	Executive Nurse Director							
Report Author (Title):	Director of Communications, Arts, Health Charity and Engagement.							

Background and current situation:

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

The Small Bids process, which 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.

The Staff Lottery Bids Panel has delegated responsibility from the Charitable Funds Committee in overseeing the financial management of the Staff Lottery Bids Panel.

The Staff Lottery Panel Meeting Away Day was held 27th November 2019. No applications were reviewed.

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

The Committee is asked to:
NOTE the actions from the Staff Lottery Bids Panel meeting held on 27th November 2019

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

The criteria in determining whether a bid should be approved are based on the following guiding principles:-

- Is the bid within the values determined by the Charitable Funds Committee and is the expenditure non recurrent;
- Does the expenditure deliver an enhanced service provision over and above statutory or core NHS responsibilities;
- Is there demonstrable public benefit;
- Does it meet one of the agreed priorities:
- Patient and Staff environment, including art and other aesthetic and betterment improvements;
- Patient dignity and respect including amenity improvements and cultural awareness;
- Promote health and wellbeing;
- Promote quality and safety;
- Staff development, training and education to support these themes.
- Innovation and training to support these themes
- Does it represent an effective use of monies?

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ASSURANCE is provided by:

- Strong governance arrangements
- Increasing staff income

Recommendation:
The Committee is asked to:

- **NOTE** the actions from the Staff Lottery Bids Panel meeting, held 27th November 2019

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								

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The Staff Lottery Bids Panel Away Day was held 27th November 2019. No applications were reviewed at the meeting. Included in the discussions, was the financial position of the lottery fund including income from staff contributions, prizes and proposed allocation for 2020/21, how to make the meetings more sustainable and ongoing support to Third Sector organisations.

The table below is the full list of actions to be reviewed and updated by the panel at the meeting on 19th March 2020.

MINUTE REFERENCE	SUBJECT	AGREED ACTION
Session 1 Review of Governance	Governance regarding Charitable Funds	Seek advice from Head of Corporate Governance on whether funding requests for thank you events and individual recognition vouchers fall within the objectives of the charity.
Session 1 Review of Governance	Guidance of Core and Non-Core Expenditure	Guidance of Core and Non-Core Expenditure to be distributed to all panel members and to be made accessible on both intranet and internet pages.
Session 2 Third Sector Bids	Third Sector Bid Proposal	A proposal paper requesting a contribution of £35,000 to the Third Sector to be written and submitted to the Charitable Funds Committee.
Session 3 Staff Lottery	Staff Lottery MegaDraw 2020 Prize	A proposal paper requesting £20,000 to fund the Staff Lottery SuperMegaDraw prize in December 2020 to be written and submitted to the Charitable Funds Committee.
Session 3 Staff Lottery	Finance Monitoring Report	A report outlining the financial position of the Staff Lottery Bids Panel to be presented either in form of a paper copy or in verbally.
Session 3 Staff Lottery	Future Staff Lottery Bids Panel Meetings	Dates and locations of future Staff Lottery Bids Panel meetings to be arranged.
Session 4 Other Items For Discussion	Wellbeing @ Work Programme	A bid to request further funding for the Wellbeing @ Work programme to be written and brought to the Staff Lottery Bids Panel meeting in March 2020 for consideration.
Session 3 Staff Lottery	Role of Staff Lottery Bids Panel Member	A document outlining the role of Staff Lottery Bids Panel Member to be written and distributed to members of the panel along with Staff Lottery logo.
Session 3 Staff Lottery	Promotion of Successful Staff Lottery Bids	Targeted stories detailing and promoting successful Staff Lottery Bids from each meeting to be written and distributed. In addition, Clinical Board target stories to be written and shared with the relevant representatives to cascade within their areas.
Session 3 Staff Lottery	Health Charity Stands	Health Charity Stands promoting the Staff Lottery to be arranged to take place within Hafan y Coed.
Session 4 Other Items For Discussion	External Charities	Director of Corporate Governance to be consulted with regarding presence of external charities on UHB sites.

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Session 4 Other Items For Discussion	Wellbeing Ambassadors	All members to assign Wellbeing Ambassadors within their own Clinical Boards.
Session 4 Other Items For Discussion	Proposed Reduction In Paper Usage	I.T to be liaised with to enquire about costs and compatibility of tablets for use in future meetings as an alternative to current methods.

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Report Title:	FUNDRAISING REPORT						
Meeting:	Charitable Funds Committee				Meeting Date:	17.03.20	
Status:	For Discussion		For Assurance		For Approval		For Information	√
Lead Executive:	Executive Nurse Director						
Report Author (Title):	Director of Communications, 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 for the period 1st December 2019 - 29th February 2020.

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

The Committee is asked to review the Fundraising Report and note the schedule of specific interest reports which will be submitted on a quarterly basis (final page).

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:

APPROVE the progress and activities of the Health Charity as advised.

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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* *If "yes" please provide copy of the assessment. This will be linked to the report when published.*

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CARDIFF & VALE HEALTH CHARITY

FUNDRAISING REPORT MARCH 2020

Cardiff & Vale Staff Lottery

The Staff Lottery MegaDraw took place on Friday 31st January 2020 in the Primary Seminar room at Hafan Y Coed. Staff from various departments watched the draws creating five £1,000 winners and one lucky £10,000 winner.

Following her recent win, Karen Jones was the lucky individual who pressed the button to draw the winner of £10,000 MegaDraw prize.

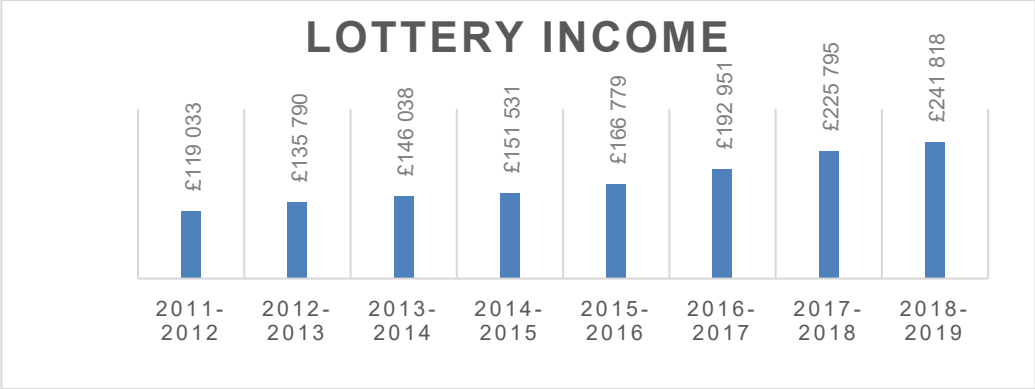
The lucky winner of the £10,000 January MegaDraw 2020 was Michelle Cawley from the Short Stay Surgical Unit in UHW. Michelle was absolutely ecstatic to hear the fabulous news.

The Health Charity attracted an additional 271 members leading up to the SuperDraw.

The Staff Lottery Summer Draw of £5,000 will take place on 31st July 2020.

Thanks to CFC approval, one lucky staff member will win £20,000 in the Staff Lottery Super Megadraw in December 2020. The staff lottery has a target of allocating an additional 385 numbers to cover the prize over the next 12 months.

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



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FUNDRAISING APPEALS

PROP Appeal

Staff from Ward 7, Rookwood Hospital were well into the Christmas Spirit at the Annual Prop Christmas party. Patients and visitors were treated to some wonderful Christmas carols by music therapist Lucie Phillips from Nordoff Robbins, who opened the show. Lucie also delivers weekly music sessions to patients which are funded via the Appeal.

A fabulous performance of Snow White and the Seven Dwarfs followed as well as a visit from Santa himself. With a fabulous buffet and lots of wonderful raffles prizes on offer, the evening was just what the doctor ordered.

Ex-patient David and his lovely granddaughter Amelie raised £35 for the Prop Appeal by carol singing in their local neighbourhood over Christmas.

The framed art work in the background of the picture was also created, framed and donated by David to share his Rookwood journey, and to give hope to other patients and families in their rehab journey and life after Rookwood.

Emily-Jane Thomas, Bethan Maddocks and Richard Immergluck brightened up a dreary afternoon for patients and staff with a bit of Christmas cheer, singing a collection of traditional carols.

Fabulous Christmas spirit from Cardiff Metropolitan University Marketing and External Relations team, who have held a raffle and buffet as well as donning their finest festive knitwear whilst raising a fantastic £318.

Prop Appeal fundraising events in 2020 include:-

- Claire Nokes Golf Day - Tuesday 7th April at Whitchurch Golf Club
- Rookwood Summer Fun Day - Saturday 18th July
- Blue Tie Ball - Friday 30th October

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Prop Appeal Fund totals:

- 19-20 Income £34,000 *(@ 31st January 2020)*

THE BETTER LIFE APPEAL

Building work has started on the new Cystic Fibrosis unit at UHL which has created increased interest from supporters of this service. The Health Charity are supporting numerous individuals and companies who all wish to raise money for the Better Life Appeal:

Aelwyd Housing Association have chosen the Better Life Appeal as their charity of the year. They have a variety of fundraising events planned in 2020, including bake sales, coffee mornings and quiz nights. They advised the Health Charity that they had chosen to support the Better Life Appeal this year as a colleague of theirs is currently being treated at the CF unit.

The Better Life Appeal Committee will meet in March to plan future fundraising events for 2020.

Better Life Appeal fundraising events in 2020 include:-

- Nicola Sargent – organizing a quiz night on 1st May
- Rhian Brown will be running the London Marathon in memory of her sister
- Rhys Goodfellow is taking part in the Carten 100 in May
- Ellie Lewis is planning a quiz and curry night and a trampolinathon.

Better Life Appeal fund total:

- 19-20 Income - *£80,000 (@ 31st January 2020)*

Our Orchard Ein Berllan

Our Orchard project has continued to obtain support from community volunteers, staff and visitors to UHL. Representatives from Wenvoe Wildlife Group have generously given up their time to provide knowledge, support and planting guidance through their community projects and an onsite visit to Our Orchard.

Development of the dedication tree location map is being undertaken to ensure individuals know the exact location of their dedicated tree.

British Gas and Lloyds Banking Group will provide volunteers at Our Orchard over the next 2 months with sourcing and recruitment of new volunteers for the rest of this year ongoing.

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Risk assessments, volunteer induction paperwork and tool use guide have been developed and implemented. These have been shared with the patient experience team and youth volunteer project manager for use with their own projects.

A case study on the Wellbeeing project and Our Orchard has been submitted to Welsh Government by request and is under consideration for adding to their 'Wales Biodiversity Partnership – Wales Action Plan for Pollinators' website.

Down To Earth

As outlined in the attached proposal (Appendix 1), the Orchard requires specialist support to assist in the project management and operational issues, in order to assist the volunteers to continue their valued contribution to the scheme.

The Orchard Steering Group envisages that funds can be secured to make the Orchard Project more sustainable in the long term. This requires expertise in funding applications plus specialist advice and support on the structures required for the site, including design and build with engagement and volunteer involvement.

'Down to Earth' is a specialist company with a wealth of knowledge, credibility and which compliments the Health Boards values, and we propose that they provide the services required at a total cost of **£35,750 (**+ vat**).**

Asda Stores (Leckwith) have donated £500.00 to the Orchard Appeal as part of their green token scheme from Sept - Dec '19.

Irwin Mitchell Solicitors have chosen the Orchard Appeal as their 2020 charity of the year and are currently planning volunteer dates and getting involved with some of our planned events.

A Brecon Beacons waterfall walk is planned for July this year.

Our Orchard Appeal totals:

- 2019/20 Income - £6,000 (@ 31st January)

THE BREAST CENTRE APPEAL

Pink Tie Gala Dinner 2019 – Our annual Breast Centre Gala Dinner event was a sellout, with performances from the Strictly Top Dancer winners, singing waiters, photo booth and a fabulous auction and raffle; raising **£6,903** for the Breast Centre Appeal.

Fundraising

At the time of writing, long-time Breast Centre supporter, Irene Hicks' fundraising total has reached £132,000, with an incredible £30,000 being donated so far in this financial year. Irene continues to regularly pay in money to the Breast Centre Appeal through her Facebook selling site and weekly bingo events and has a Reggae & Motown night planned in March. The Fundraising Team continues to support Irene and friends as much as possible.

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- Matalan continue to sell The Breast Centre bags and have now reached a total of £11,294.62 in their sales and fundraising for our appeal.
- Cheryl Garlick, one of the nursing team at the Breast Centre organised our annual Christmas Raffle for an M&S Christmas hamper, which raised £484 for our Appeal.

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Hirwaun based company Eden chose the Breast Centre Appeal as their Charity of the Year in 2019. Members of the Health Charity were delighted to visit some of the team at their factory in Hirwaun in January, and to receive their amazing donation of £1,243.

- In February, local shop owner Joanne Prosser raised £500 by selling Breast Centre tote bags, and donating the 5p charges for her own bags at 'Jacquies Fruit & Vegetables' in Barry. Joanne is passionate about raising money for an appeal very close to her heart.

Breast Centre Appeal Ambassadors

We are delighted to welcome two new Ambassadors of the Breast Centre Appeal. Welsh Actress and TV presenter Justine Jones and Ospreys and Welsh rugby player Owen Watkin. Justine and Owen visited the Breast Centre in February, along with Mandy and Cariann from the Breast Centre Appeal Committee, and they were thrilled to meet some of the team, view the facilities and learn more about the fabulous work we achieve via our Breast Centre Appeal.

Breast Centre fundraising events in 2020 include:

- 'The Breast Centre Walks Pen y Fan' - 1st March
- HSBC Penarth and Barry branches are holding a sponsored 'Pink Walk' in March. Funds raised will benefit from the HSBC match funding scheme.
- 'Afternoon G&Tea' Event - Friday 20th March at the Park Inn, Cardiff
- Jim Fitzgibbon is running the 2020 London Marathon; has held a wine and song evening, and is auctioning tickets for the Six Nations to boost his fundraising efforts. Jim's JustGiving Page has already reached over £1700!
- Strictly Top Dancer takes place on Saturday 20th June at Glamorgan Cricket Club

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Breast Centre Appeal totals:

- 2019/20 Income - £91,000 (@ 31st January 2020)

Legacies 2019/20

We are extremely grateful for all donations received via legacies and recognise that many people make the decision to include the Health Board in their will as a recognition and acknowledgment of services received by themselves and/or their loved ones. We will share the information of these donations with our staff, service users and public to advise them of how they can include us in their wills if they so wish.

We will continue to promote our Legacy Awareness raising across the Health board and on social media, which will assist us in increasing our incomes through 'Gifts in Wills'.

Legacy Income

- 2019/20 Income - **£62,519.68** (@31st January 2020)

Future Health Charity Reports

As requested following recent discussions by CFC members, the Health Charity will submit the following reports to the Committee for their information:

Q1	Q2	Q3	Q4
Food Sense Wales	**Staff Benefits**	**Wales 4 Africa**	**Staff Benefits**
PROP	**Better Life**	**Orchard**	**Breast Centre**

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Report Title:	Feedback on successful CFC bids						
Meeting:	Charitable Funds Committee				Meeting Date:	17.03.20	
Status:	For Discussion		For Assurance	√	For Approval		For Information
Lead Executive:	Executive Nurse Director						
Report Author (Title):	Director of Communication, Arts, Health Charity and Engagement						

Background and current situation:

The Board of Trustees of the Cardiff & Vale Health Board Charity have delegated responsibility to the Charitable Funds Bids Panel for consideration and approval of bids up to a maximum of £125,000.

The Charitable Funds Committee is asked to support applications for funding for projects across Cardiff and the Vale of Glamorgan. The leads for the projects are required to provide a report outlining the projects outcomes, any lessons learnt and the impact of the project on its intended recipients.

Following the approval of bids by the Charitable Funds Committee, we aim to provide reassurance and assurance by providing the Committee with a report on how the money has been spent and the resulting impact/improvement.

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:)

Report attached

Recommendation:

The committee is asked to:

Accept the attached report as assurance of the use of charitable funds which have been allocated by the Charitable Funds Committee.

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	√

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		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 *If "yes" please provide copy of the assessment. This will be linked to the report when published.*

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UPDATE ON SUCCESSFUL CHARITABLE FUNDS BIDS – MARCH 2020

Includes updates on the following:

- Information Screens - £24,750.00
- Nutrition & Hydration / Model Ward – £295,000.00
- Arts Programme - £70,000.00
- Dental Information screens - £13,084.80

Interim report from;

- IBD service £20,000 - full report to follow in June following completion of the project
- Staff Recognition Awards - £25,000.00, Approved Sept 2018 for 5 years

INFORMATION SCREENS

BACKGROUND

The aim of this project was to install information screens in the three Information and Support Centres and to utilise the information screens to share pertinent information and messages across UHB sites.

Communication within a multifaceted Health Board with over 14,500 staff without additional patients, carers and visitors is complex. To have access to visual information on three hospital sites assists the communication strategy, ensuring people are informed, enhancing their experience.

They also act as a reminder that we are a listening organisation with regular updates reminding everyone of our wish to hear the voices of all who come into contact with the Health Board, via different methods of feedback.

Boredom and isolation are well recognised issues within hospitals, in fact hospitals can be lonely places. The Patient Experience Team have developed many initatives to counteract this, including activity volunteers, musicians playing to our patientts and a 'Knit and Natter' Group; this group also welcomes people from the community. Advertising via the screens assists in promoting important data 24/7 for all to see.

The screens enhance the experience of patients, carers and staff alike. Many people value succinct messages and we are mindful that not all colleagues have access to the Intranet and therefore they can often miss important information in relation to events and health messages. The ability to cascade information through visual channels on three hospital sites is invaluable.

The information screens include public health messages and events; 'smoking cessation', Volunteers Week, Carers Week Day and other health events. These are just examples as the scope for sharing messages is extensive; they include information about events as well as routine messages currently issued by our Communications Team.

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ASSESSMENT
The screens are managed by the Macmillan Information and Support Facilitator in conjunction with the Health Board Communications Department. This ensures they are kept up to date and accurate.

ASSURANCE is provided to the Committee that the bid for information screens has subsequently had a positive impact. A wide range of information is displayed on the screens and is updated on a regular basis in partnership with the Communications Team.

The Committee is asked to note the impact of the successful bid for the Information Screens

NUTRITION & HYDRATION/ MODEL WARD

SITUATION
Cardiff & Vale Health Charity awarded £295k funding for 12 month for the Model Ward for nutrition and hydration in April 2018, to pilot a new model for inpatient nutrition to improve patient experience and nutritional status. The 12 month evaluation commenced October 2018 across four wards within the UHB. Data has been collected against an agreed set of measures and evaluated with the support of the informatics, Improvement and implementation team, Lightfoot and Swansea University.

BACKGROUND
Food, fluid and nutritional care are crucial for the physical and mental health well-being of patients. A strong and growing evidence base demonstrates good nutritional care for Wyn and his family supports improved outcomes and QOL, reduction in complications, deconditioning and length of stay when they are required to engage with acute inpatient services. It was hypothesized that this would also results in better Health Board resource utilisation. A model was sought that is sustainable and based on the premise that good nutrition and hydration provision are markers of patient safety, quality care and reputational management identified in the key external reports of Francis, Berwick and Andrews. It was recognized that data would need to be collected to evidence the impact of the model ward, and a decision would need to be made regarding further possible rollout.

Nursing, therapy and facilities teams collaborated to bring nutritional interventions together. Integrated working and challenging the traditional boundaries of care, comprehensive and coordinated nutritional care was proposed. The model developed ensures all patients can access and receive the best possible nutrition and hydration outside the confines of set meal times, meeting Governmental standards and making this the baseline core care model in the ward environment. The model was tested through a pathfinder project in 2017 across 2 wards for 12 weeks. The model was refined, and funding was sought to run a larger evaluation – 12 months across 4 wards. A joint funding application was submitted to the Cardiff and Vale Health Board Charity to provide the financial resource to fund the support worker staff for facilities and dietetic services to deliver the Model Ward for Nutrition and Hydration for the 12-month duration.

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ASSESSMENT:

Key outcomes include in summary, Lightfoot reported that *they are confident the model ward has resulted and contributed to a LOS reduction however it is not possible to attribute an exact number to the model ward*. The UHB LOS reduction is multifactorial due to the concurrent UHB schemes to manage patient flow and discharge.

Patients received improved levels of nutrition and hydration as evidenced by the data from facilities team which shows patients ate and drank more on the model wards.

Food waste reduction:
Total Food Waste Savings are £2,928.75 or 6.17% per ward per year, Welsh Government target 5% reduction.

Positive outcomes of model ward operation

- Improved hydration, served drinks increased 19% (7 beverage offerings per day). 100% compliance to H & C Standards.
- Full range of choices available to all patients plus wide range of snacks to help small appetites. Enables UHB to meet the All Wales Nutrition and Catering Standards.
- Ward teams report the benefits of social dining; reporting patients are eating more and interacting.
- Improved hydration of ward teams as staff are offered a drink as part of beverage rounds, this has a positive impact to staff health and wellbeing and supports the Royal College of Nursing Rest Rehydrate & Refuel National Campaign
- The total number of pressure damage incidents has not changed however there has been a reduction in the number of avoidable pressure damage.
- Positive Community Health Council reports have been received on visits to model ward, recommending continuation of the project. This is in light of earlier adverse comments received from them.

ASSURANCE is provided by:

The diagram below displays the key themes regarding outcomes of the Model Ward for Nutrition and Hydration which correspond to the original objectives set for the initiative.

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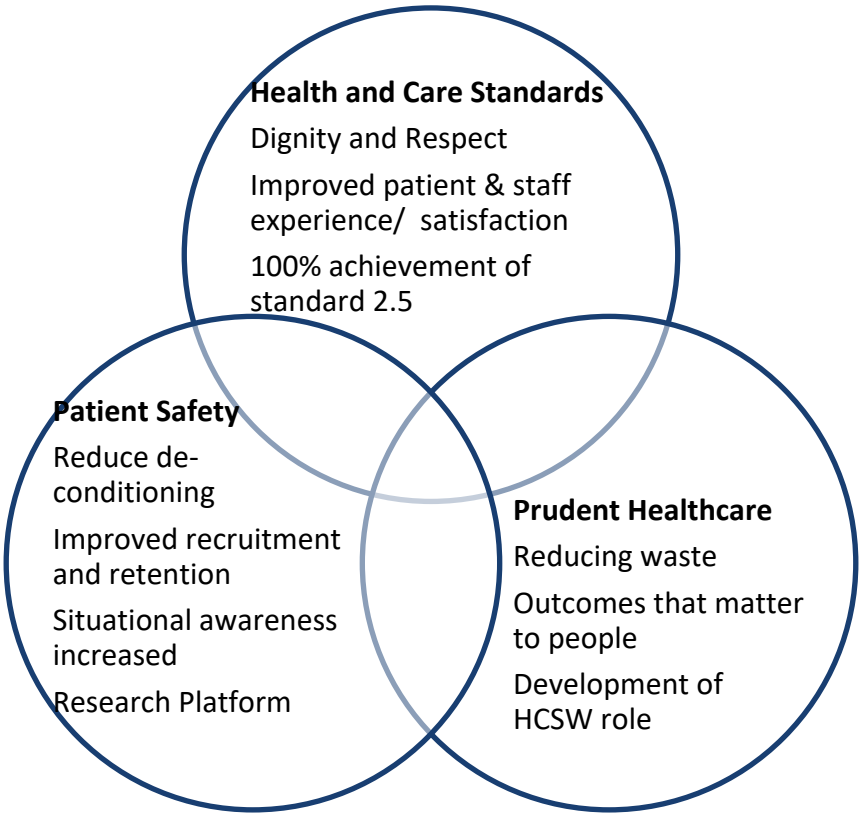

- Increased situational awareness of the patient at ward level
- The clever sequencing of the MDT to achieve the model and it being embedded in safety systems on the ward
- The support workers being ‘ the eyes and ears’ of the ward
- Transforming care at the bedside
- Supporting the infrastructure of the team
- Safety systems on the ward
- Potential for replication and roll out across Wales
- Ability for the project to be a portfolio of interventions lifted as a workbook/national work package.

ARTS PROGRAMME

SITUATION

Cardiff & Vale Health Charity awarded £70,000 funding for 12 month for the Arts programme within Cardiff and Vale UHB from Dec 2018

BACKGROUND

In line with the recent Memorandum of Understanding between the Welsh Government and the NHS Confederation in Wales, the Arts programme within Cardiff and Vale UHB is developing rapidly in terms of both scope and pace.

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As the Arts agenda has expanded, the current system of submitting bids for each project within the programme is proving difficult and is causing delays in progressing the Arts strategy within the UHB.

We currently have the most ambitious Arts Programme within all UHBs in Wales, this fund, and the ability to accept specific fundraising and contributions, has allowed and empowered the Arts Team to continue achieving the vision of the UHB, NHS Confederation Wales and the Welsh Government in relation to Arts in Health.

ASSESSMENT:
The Arts Programme is underpinned by the Wellbeing for Future Generations work that is being carried out across the UHB.
See annual report - Please see the link here

Key outcomes include in the opportunity to work more collaboratively with established arts funds while also raising funds specifically to promote the arts agenda.

ASSURANCE is provided by: Annual report, update on Hearth gallery exhibitions and updated financial report

DENTAL INFORMATION SCREENS
SITUATION

The University Dental Hospital has approximately 100,000 outpatient appointments per year. There was already 1 waiting area which has a TV screen and this had proved helpful. The feedback from the use of screens in the rest of the UHB has also been well received. Therefore the plan was to furnish 4 other waiting areas in the University Dental Hospital with similar screens.

Patients attending the University Dental Hospital are often in pain and very anxious. Dental phobia is a well-documented condition. It is a known fact that digital signage reduces perceived waiting times by drawing attention away from the wait itself and occupies the mind acting as a distraction technique.

The University Dental Hospital would like to reduce Cancellations and Nonattendance and the information that can be provided on the screens would educate the patients of the importance of keeping appointments and also provide information on how to contact the hospital in the event that they are unable to attend an appointment. Vital information can also be provided around car parking which is one of the main reasons patients give for missing appointments. We would also like to provide information on Oral Health Care and information on what actions should be taken in a dental emergency. Information on the Health Charity for their support with this project and other works within the Hospital will be displayed and promoted.

BACKGROUND :
Following a visit from the Chief Operating Officer and an Independent Member to meet staff, to learn about safety issues and encourage and support improvements, the COO enquired why we had no information screens available in our waiting areas which could provide valuable information to our patients. This led to further discussion, exploration and the bid.

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ASSESSMENT;

We reviewed all our waiting areas for suitability to place the screens. We spoke to the Communications team for advice on how screens are being used in other areas of the UHB and how well received by the patients. The feedback was extremely positive and we would be able to get out valuable information relating to the patients who visit the University Dental Hospital.

ASSURANCE
Assurance; is provided by Jeff Smith, Indigo- the future in vision, assessed the areas, provided a quote and was employed to undertake the installation. This is the same provider for the system utilized throughout the UHB.

The installation of the television screens has taken a longer time to get installed than planned due to several factors, not least the problem with asbestos and all work having to undertaken outside of normal working hours and under special conditions. However, the installation is completed.

INTERIM REPORTS

IBD SERVICE

The builders are on site at UHL. The former MDT room has now been divided into a clinical infusion space, which will have a sky ceiling, to help calm the patients undergoing treatment. It will also have a large TV screen, which can be linked to our computer for educational sessions for patients, GPs and other medical staff. The capacity of the room will have been doubled from the current resource and there is now a small examination room which offers privacy for the patients and will allow us to set up a 'hot clinic', where acutely unwell patients will be seen. The other area that has been built is an 'IBD office', which will house all the specialist nurses and admin staff. It will also have a telecom link, to allow us to have our clinical MDTs in there. There will be a reception area, which provides printed information about many aspects of IBD and its treatment, which will be open for use and we are fitting a new kitchen to provide refreshments for the patients, as well as a fully accessible toilet. These are important as patients have to stay in their infusion chairs for hours on end and are unable to leave during this time.
All of this will allow us to provide a much better service for our patients who suffer from a chronic and debilitating condition. The builders are indicating that the area finished in March 2020, they are planning a grand opening at the beginning of April.

STAFF RECOGNITION AWARD

SITUATION
The bid for the 'Staff Recognition Awards' was submitted by Learning Education & Development Department and was supported by the Executive Director of Workforce and Organisational Development and the bid was approved at the 11th September 2018 meeting for £25,000 over 5 years.

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For the 2019 Staff Recognition Awards external sponsorship was also provided from a number of sources including UNISON, Keir and T2 etc. who work in partnership with Cardiff and Vale University Health Board which supported the delivery of the event which is held in Cardiff City Hall during March of each year.

ASSESSMENT:
The total annual costs of holding this event amounts to £24,500 and a proportion of the £5,000 funding from the Charitable Funds Committee was utilised to support the Staff Recognition Awards even as follows:

- Cardiff City Hall Assembly Room Hire = £1,700.00
- Sounds and Staging including lights, stage projection = £3,500.00

BACKGROUND:
The Staff Recognition Awards have been held since 2000 and is a key event in Cardiff and Vale's University Health Board's calendar and is a way of highlighting the amazing achievements of our staff over the past twelve month period.

The venue for the launch of the event in 2000 was the Sports and Social Club located at the University Hospital of Wales site, however, it soon became evident that the event was outgrowing this venue and a sponsorship was sought to secure a larger venue which was agreed as being Cardiff City Hall.

The Staff Recognition Awards requests nominations across 15 categories including Education and Development, Manager of the Year and Quality Sustainability and Efficiency to name just a few. Teams and individuals working across the service are encouraged to apply quoting examples of good practice, nominating staff who display the values and behaviours of the University Health Board and for staff who deserve recognition for their achievements. One of the key aims of the Staff Recognition Awards is to recognise these successes and to inspire others to do the same.

This event is seen as a prestigious evening with approximately 350 staff from across the UHB attending. The event allows the opportunity for colleagues, teams and friends to celebrate together the phenomenal achievements by staff. In order to make this event an appropriate celebration, it endeavours to provide a party atmosphere which includes dramatic stage and sound, an awards ceremony, a buffet, raffle and disco at the end of the evening.

The awards are held in high esteem by all those who attend, and sponsor the event and this year Cardiff and Vale saw Tweets arriving from Wales on-Line, Vale of Glamorgan Councillor Owen Griffiths and Michael Sheen, OBE and Welsh Actor. These truly demonstrate the celebration and atmosphere we were aiming to achieve.

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