

Charitable Funds Committee

Tue 16 March 2021, 09:30 - 12:30

Nant Fawr 1 & 2, Woodland House

Agenda

09:30 - 09:30

0 min

1. Preliminaries

1.1. Welcome & Introductions

Akmal Hanuk

1.2. Apologies for Absence

Akmal Hanuk

1.3. Declarations of Interest

Akmal Hanuk

1.4. Minutes of the Committee Meeting held on 3rd November 2020

Akmal Hanuk

 1.4 Unconfirmed Minutes NOV 2020 SR.NF.pdf (12 pages)

1.5. Action Log following the Meeting held on 3rd November 2020

Akmal Hanuk

 1.5 Action Log - 3 November 2020.pdf (2 pages)

1.6. Chairs Actions

Akmal Hanuk

 1.6 Chairs Action Agenda Setting Meeting CFC MINUTE.pdf (1 pages)

09:30 - 09:30

0 min

2. Items for Review & Assurance

2.1. Health Charity Financial Position Update

Christopher Lewis

 2.1 Financial Position January 2021.pdf (5 pages)

2.2. Art Programmes Funding Review

Joanne Brandon

 2.2 CFC - March '21 Arts Programme Funding Review.pdf (4 pages)

2.3. COVID monies income/expenditure

Joanne Brandon

 2.3 CFC - Covid monies income and expenditure.pdf (5 pages)

Saunders Nathan
03/10/2021 11:49:39

09:30 - 09:30
0 min

3. Items for Approval / Ratification

3.1. Daring to Dream

Joanne Brandon

- 3.1 CFC Daring to Dream.pdf (2 pages)

3.2. Over £25K bids for approval

Joanne Brandon

- 3.2 CFC - Over £25k bids for approval.pdf (3 pages)
- 3.2 Charitable Funds Approved Bids. Feb 2021 DRAFT.pdf (3 pages)
- 3.2 Appendix 1 Charitable Funds Mapping.pdf (1 pages)

3.3. Terms of Reference

Nicola Foreman

- 3.3 Terms of Reference - covering report.pdf (2 pages)
- 3.3a CFC ToRs March 2021.pdf (8 pages)

3.4. Work Plan

Nicola Foreman

- 3.4 Covering report - work plan 2021.22.pdf (2 pages)
- 3.4a Charitable Funds Committee Work Plan 2021.22.pdf (2 pages)

3.5. Committee Annual Report

Nicola Foreman

- 3.5 Annual Report Covering.pdf (2 pages)
- 3.5 Annual Report of the Charitable Funds Committee. NF.pdf (9 pages)

09:30 - 09:30
0 min

4. Items for Noting and Information

4.1. Health Charity Annual Report

Joanne Brandon

- 4.1 CFC - Health Charity Annual Report 2019-2020 - Audited version.pdf (2 pages)
- 4.1 Appendix 1 - CVUHB 2019-20 Health Charity Annual Report and Accounts.pdf (42 pages)

4.2. Fundraising Report

Joanne Brandon

- 4.2 CFC March '21 - Health Charity Fundraising Report.pdf (6 pages)

4.3. Reporting Feedback on Successful CFC bids

Joanne Brandon

- 4.3 CFC March '21 - Reporting Feedback on successful CFC bids.pdf (3 pages)
- 4.3 - Appendix 1.pdf (1 pages)
- 4.3 - Appendix 2.pdf (1 pages)

4.4. Health Charity Website bilingual costs



Joanne Brandon

- 4.4 CFC March '21 - Welsh Language Website.pdf (3 pages)

Saunders Nathan
03/10/2021 11:49:59




4.5. Staff Lottery Bids Panel Report

Mike Jones

-  4.5 CFC March '21 - Staff Lottery Bids Panel Report.pdf (7 pages)
-  4.5 Appendix 1 - Staff Lottery Bids Panel Terms Of Reference.pdf (2 pages)

4.6. Health Charity Update Reports

Joanne Brandon

- a) Food Sense Wales Update
 - b) Legacies Update & next steps
-  4.6 CFC March '21 - Food Sense Wales update cover report.pdf (3 pages)
 -  4.6a Food Sense Wales Update Report.pdf (22 pages)
 -  4.6b CFC March '21 - Legacies Update & Next Steps.pdf (4 pages)

09:30 - 09:30
0 min

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

09:30 - 09:30
0 min

6. Any Other Business

09:30 - 09:30
0 min

7. Review of the Meeting

09:30 - 09:30
0 min

8. Date and time of next Meeting:

Tuesday 29th June 2021
9am
MS Teams

Saunders,Nathan
03/10/2021 11:49:59

Unconfirmed Minutes of the Charitable Funds Committee
3rd November 2020 9:00am – 12:00pm
Via Microsoft Teams

Present:

Akmal Hanuk	AH	Committee Chair and Independent Member - Community
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Members:

Susan Elsmore	SE	Independent Member – Local Government
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In Attendance:

Joanne Brandon	JB	Director of Communications
Martin Driscoll	MD	Executive Director of Workforce and Organisational Development
Nicola Foreman	NF	Director of Corporate Governance
Fiona Jenkins	FJ	Executive Director of Therapies and Health Sciences
Christopher Lewis	CL	Interim Executive Finance Director

Secretariat:

Nathan Saunders	NS	Corporate Governance Officer
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Apologies:

Mike Jones	MJ	Chair of Staff Lottery Bids Panel
Sara Moseley	SM	Independent Member
John Union	JU	Independent Member - Finance
Ruth Walker	RW	Executive Nurse Director

CFC20/11/001	Welcome & Introductions The Committee Chair (CC) welcomed everyone to the meeting.	Action
CFC20/11/002	Apologies for Absence Apologies for absence were noted.	
CFC20/11/003	Declarations of Interests There were no declarations of interest.	

CFC20/11/004	<p>Minutes of the Committee Meeting held on 1st September 2020</p> <p>The Committee reviewed the minutes of the meeting held on 1st September 2020.</p> <p>Resolved that:</p> <p>(a) The Committee approved the minutes of the meeting held on 1st September 2020 as a true and accurate record.</p>	
CFC20/11/005	<p>Committee Action Log</p> <p>The Committee reviewed the Action Log and noted that all items were complete, included on the agenda or superseded.</p> <p>Resolved that:</p> <p>(a) The Committee noted the Action Log.</p>	
CFC20/11/006	<p>Gareth Bale Fund - Proposals</p> <p>The CC asked the Director of Communications whether all of the bids qualified and met the criteria set out by the Bale Family.</p> <p>DC responded that not all of the bids did, however a discussion could be had as Committee went through the bids and then a further discussion could be had with the Bale Family regarding the bids.</p> <p>The CC asked for clarification regarding the financial limit for Committee approval, it was confirmed that any item over £125,000 would need to go to the Board of Trustee.</p> <p>Bid 1 - Safer And Improved Ward Environments For Patients And Staff – UHW</p> <p>Bid 2 - Safer And Improved Ward Environments For Patients And Staff – UHL</p> <p>The DC advised the Committee that bids 1 and 2 were very similar, the only difference being cost and the site.</p> <p>The bid had been previously submitted and not approved. It had been resubmitted today due to COVID-19 changes in the bid.</p> <p>The Interim Executive Director of Finance (IEDF) commented that these 2 bids were more like core business and it would be difficult to roll out the scheme in UHW and not other sites.</p> <p>The Committee agreed and that the bids should be added to the shortlist for another fund in future.</p> <p>Bid 3 – COVID Memorial Garden Spaces at UHL, UHW, CRI, St David's and Barry Hospital.</p>	

Saunders, Nathan
03/10/2021 11:49:59

The DC advised that the bid would cover all Cardiff and Vale University Health Board (UHB) sites.

The bid did not specifically meet the Bale Family criteria, but there was an option to split the bid.

The DC commented that the Bale Family specified that donated money was to be used on the UHW site, however this would be discussed with them as it limited the majority of bids.

The Executive Director of Workforce and Organisational Development (EDWOD) commented that it was hard to imagine that the UHB would not have something like this in place post COVID-19 and that at some point this would need to be looked at again.

The Executive Director of Therapies and Health Sciences (EDTHS) commented that now may not be the right time to consider this bid as we were in the middle of COVID-19 wave 2, but agreed with the EDWOD that it needed to be looked at in the future.

It was noted that this bid did not fit the bid criteria and the CC recommended that it be put on hold to see what would be a better fit.

The DC clarified that the bid would go onto the shortlist but not as part of the Bale fund and would need future consideration.

Bid 4 - Conscious Inclusion

The DC advised that this bid appeared to cover all UHB sites.

The EDWOD commented that this bid did not appear to fit in with the Bale Family criteria and the IEFD and EDTHS agreed.

The CC commented that the UHB had a statutory requirement to be inclusive and diverse and that this bid did not fit and also needed to be complimentary to the core business.

The CC suggested that this bid not be shortlisted but added that there was a possibility to revisit it in the near future with perhaps an alternative funding stream.

Bid 5 – Proactive Wellbeing support for Staff and Managers

This bid had an emphasis on psychological resilience. A areas in the bid related to COVID-19 but the bid followed staff in their career and not just during COVID-19.

The EDWOD commented that 2020 had seen an increase in the requirement to support UHB staff and that it was likely to continue to increase.

The Independent Member – Local Government (IMLG) warmly supported this bid and commented that staff were very tired during the first wave of

Saunders, Nathan
03/10/2021 11:49:59

COVID-19 and now, taking into consideration the 2nd wave and winter pressures, it was a very important area to consider.

The EDTHS fully supported the bid but commented that although Occupational Health was based at UHW, it also covered other areas.

It was confirmed that this bid would go onto the shortlist and the EDWOD was asked whether the UHB had something similar in place that it could be integrated with once funding ended. It was confirmed that there was currently limited support for staff and the bid would enhance this.

The EDTHS added that the UHB had core psychological services and that this bid was specific for current issues (COVID-19) and supported this bid.

The bid was put onto the shortlist.

Bid 6 - St David's Children Centre Environmental Improvements post Covid.

The DC highlighted that this bid focused on St. David's Hospital and so did not fit the Bale Family criteria however it did loosely support the COVID-19 criteria set out by the family.

The CC acknowledged that the bid did not fit very well into the criteria.

The EDTHS commented that perhaps a smaller bid would have been more appropriate and that lots of departments had a need for new furniture.

The CC confirmed that this bid would not be shortlisted.

The DC confirmed that feedback would be given to the bid applicant that a smaller bid would be looked upon favourably and funding from a different source would be considered.

Bid 7 – Covid-19 Patient Experience Support Project

The DC advised that this bid met the Bale Family criteria in relation to COVID-19 but that it did also extend to all UHB sites. The DC added that the bid was good for deprived groups with no access to digital services and that the Patient Experience Team had been very valuable during COVID-19, enabling people to connect with loved ones.

It was agreed that the bid would be put onto a shortlist but not the Bale Family Fund shortlist.

The CC commented that these bids showed a need for more staff and the need to move staff around. He queried whether this required a charitable response or whether it should be looked at as core business. The EDWOD responded that he would be discussing posts with the IEFD, however Committee should be aware that fundamentally there was not the money for this.

Bid 8 – SSSU Changing Room Refurbishment

Saunders, Nathan
03/10/2021 11:49:59

The (IMLG) commented that this was a difficult call as it met some of the criteria (being on the UHW site) and added that she was disheartened that the refurbishment had not already happened without the need for charitable funding especially as this was a key area used by staff.

The EDTHS commented that although it was not ideal that the refurbishment had not happened, she did not think the Bale Family intended their donation for this use.

The DC advised that the bid was an estimated cost given by the estates team and that another conversation would need to be had to see if they were able to include in their portfolio of works to be done.

The (IMLG) asked whether this work would jump the queue in the estates portfolio if shortlisted. The DC responded that the refurbishment would go onto the already existing list of estates jobs and that it could be a while before it was started.

The EDTHS commented that it would not be practical to refurbish the area whilst COVID-19 was ongoing as it was a vital area that was in currently in use.

The CC confirmed that this bid would not be shortlisted.

Bid 9 – Recovery and Wellbeing College Senior Peer Trainer

The DC advised that Digital Communities Wales were involved with this bid and that the bid dealt more with people outside of the UHB and was not specific to UHW.

The EDWOD commented that this bid least met the Bale Family criteria.

It was agreed that the bid be removed from the shortlist.

Bid 10 – Keeping Me Well and Recovery from COVID

The DC advised that this was a 3 year programme and related more to an interactive platform. DC commented that it was a large bid and covered all UHB sites.

The EDTHS advised that there had been some changes since the paper was uploaded. The bid was to focus on the digital platform (website) which was at a cost of £75,950. This digital platform would require multidisciplinary allied staffing as clinical knowledge would be required for the website and the interactive platform. Other funding for staffing was actively being sought and the current cost of the bid was £163,771. The interactive platform would encourage staff self-management.

The IEDF commented that this bid would enhance the service and that he supported it especially if we could source match funding from different clusters within Cardiff and the Vale.

Saunders,Nathan
03/10/2021 11:49:59

The DC confirmed that this bid would be added to the shortlist with a reduced cost of £163,771 which would be rounded up to £164,000.

Bid 11 – Provide a Staff Haven at University Hospital Wales

The EDWOD commented that during COVID-19 the lack of facilities for UHB staff had been most apparent. The bid fitted the Bale Family criteria well and would be very well received.

IMLG asked if we could clarify how many individuals a Staff Haven could house at any one time. The DC responded that she would ask for clarity from the bid author.

EDTHS commented that staff work all different shifts and knowing that there was somewhere to go would be very well received.

The IEDF agreed that this bid met the criteria well and was probably the strongest bid out of the 11 in this sense.

The CC agreed that operational details needed to be looked at and confirmed that this bid would be shortlisted.

Summary

The DC then summarised the Committee discussion about the bids.

2 out of the 11 bids (Bids 3 and 7) were supported by the Committee but the Bale Family funding would not be used and these bids would be looked at another time.

3 bids were approved for the Bale Family shortlist (Bids 5, 10 and 11). All 3 of these would go forward to the Trustee meeting.

The IEDF highlighted to Committee that in relation to the 3 approved bids, the total cost would be approximately £564,000 and it would be good to see if the figure could be brought down to £500,000 so that the Bale Family could fully fund these 3 bids.

The DC advised Committee that another donation of £50,000 had been made the week before from another source.

The EDTHS asked whether this additional money could be used alongside the Bale Family fund.

The DC responded that the £50,000 would not be used within the Bale Family fund as they had received more bids from other channels.

The CC commented that there was the opportunity to go back to the applicants and obtain a more precise bid to hopefully reduce the figure to the amount donated by the Bale Family.

The IEDF advised Committee that for bids 5 and 11, we would be able to secure 80% of what had been asked for.

Saunders, Nathan
03/10/2021 11:49:59

	<p>The CC confirmed that it would be good to be able to give credit to the Bale Family for 3 bids and that the careful consideration of the Committee demonstrated that all the bids had been thought about.</p> <p>The DC advised that these bids would now go to the next Trustee meeting.</p> <p>The CC advised that it would be good to ensure that we have the answers to any questions the Trustees may have.</p>	
CFC20/11/007	<p>Art Programme Fund - Proposals</p> <p>The DC highlighted the following:</p> <ul style="list-style-type: none"> • Match funding of £59,494 had been agreed which was the amount needed to secure funding from the Arts Council in Wales; • Arts Fund Ring Fenced Monies at £70k per annum. £70k agreed for one year and the Committee to reconsider at a later date for years 2 and 3 – depending on availability of funds. <p>The CC highlighted to the Committee that a decision to continue funding needed to be made.</p> <p>The IEDF asked whether the Arts Council were definitely match funding the £59,494. The DC responded that they were and were very keen to move forward.</p> <p>The IEDF further queried what would happen if funding was not provided for this. The DC responded that the post that enabled the UHB to run the various programmes would be lost, programmes like the popular “Forget me Not” choir.</p> <p>The DC commented that arts were not always seen as “core” business but went alongside wellbeing and were proven to be beneficial.</p> <p>The IMLG supported this wholeheartedly and commented that if we were not able to fund this then we would be doing the staff, patients and citizens of Cardiff and Vale a disservice. If unable to fund then other sources of funding would need to be found as it benefited the wellbeing agenda.</p> <p>The EDTHS added that whilst it was a nice thing to have and we would be able to double our effort with the match funding, services like massage and reflexology were not provided by the UHB because there was not enough evidence to suggest a medical benefit.</p> <p>The IEDF asked if there was any flexibility in the “Make it Better” charitable fund to help support this. The DC responded that there was and provisions could be made from it and dormant funds.</p> <p>The DC commented that though the Art Programme may not be medically evidenced, the patient experience side of the programme was well evidenced.</p>	

Saunders, Nathan
03/10/2021 11:49:59

	<p>The EDTHS agreed that it was valuable but not in a Cochrane type evidence based medical way, and that Staff Havens offered a wider space for reflectiveness and wellbeing and that mindfulness was evidence based.</p> <p>The CC confirmed that it would be good to look at other finances.</p> <p>The IEDF commented that match funding was important in relation to the budget to develop the arts and that the cloth had to be cut accordingly across the whole charity as to what could be afforded.</p> <p>Resolved that:</p> <ul style="list-style-type: none"> (a) The Committee noted the activity and achievements of the Arts Programme to date; (b) Agreed that funding options should be explored in order for the Arts Programme to continue to benefit the wellbeing of patients, their families and our staff. 	JB
CFC20/11/008	<p>Surgical Clinical Board Application for Endowment Fund Spend</p> <p>The IEDF advised that this this item had been brought to Committee as any items over £25,000 had to come for sign off.</p> <p>The Committee was advised that all criteria had been met and was happy to support.</p> <p>Resolved that:</p> <ul style="list-style-type: none"> (a) The Committee approved the spend of £35,646.00 from the Surgical CB Endowment Fund - CURE 9537 to purchase ultrasound equipment. 	
CFC20/11/009	<p>Health Charity Financial Position Update – period ended 30th September 2020</p> <p>The IEDF highlighted that Table 1 showed the financial performance for the 1st part of the year which had been quite strong and was ahead of the previous 2 years at the same point.</p> <p>The Committee was advised that donations were beginning to slow down however Table 4 showed a steadying back out and that moderate growth was expected for the remainder of the year.</p> <p>The IEDF suggested that this item be higher up the agenda at future meetings. The CC agreed to this as it provided a good overview.</p> <p>Resolved that:</p> <ul style="list-style-type: none"> (a) The Committee noted the financial position of the charity; (b) Noted the latest income position; (c) Noted the commitments against general reserves and actions being taken to mitigate these financial risks. 	NF

Saunders, Nathan
03/10/2021 11:49:59

CFC20/11/010	<p>Benefits and Outcomes from COVID-19 Funds & Action Taken</p> <p>The DC advised that detailed spreadsheets outlining where money had been spent were available for scrutiny.</p> <p>DC advised that all money had been allocated except for £40,000 in the over £25,000 allocation as well as the £50,000 received previously.</p> <p>The Committee were also advised that we were eligible to bid for money from 'NHS charities together' but the criteria stated that we must be transparent on what we spend the money on.</p> <p>It was requested that the online bid application process stopped temporarily until new funds were secured.</p> <p>The CC asked about feedback/outcomes from bid applicants and when they were received. The DC responded that feedback was usually obtained a few months after a bid was successful and actioned.</p> <p>The IEDF asked that it be noted how grateful the Trustee was for the management of these funds.</p> <p>Resolved that:</p> <ul style="list-style-type: none"> (a) The Committee noted the contents of the report on the allocation of Covid funding; (b) Agreed a temporary cut-off date for further applications of the 03.11.20 until further Covid funding was available. 	
CFC20/11/011	<p>Update of the Health Charity Partnership with the Change Account</p> <p>The DC advised that since the writing of the paper, the Change Account had ceased operation.</p> <p>Committee was advised of an ongoing investigation by the Financial Conduct Authority of a company used by Change Account.</p> <p>Change Account were looking at rebranding themselves as well as providing a new offer to the UHB. The priority was to safeguard staff and information around Change Account had been removed from the UHB website.</p> <p>The Committee was advised that when a new offer was received this would be taken to the Staff Benefits Group.</p> <p>Resolved that:</p> <ul style="list-style-type: none"> (a) A further review in six months of the position of the Change Account's partnership agreement with the Health Charity. 	
CFC20/11/012	<p>Reporting Feedback on Successful CFC bids – Sustainable Travel</p> <p>The DC advised that this was a very well received scheme with multiple benefits not just to staff and visitors but also on an environmental level.</p>	

	<p>As a pilot scheme, this had enabled a great service which had been embedded into the UHB with a broader benefit.</p> <p>The IEDF highlighted that the funding for this was nearly over but the UHB would be supporting its further funding.</p> <p>Resolved that:</p> <p>(a) The Committee accepted the report as an accurate update.</p>	
CFC20/11/013	<p>Staff Benefits Group Report</p> <p>The Committee was advised that the EDWOD was the new Chair for the Staff Benefits Group.</p> <p>The EDWOD highlighted that good support had been seen from Nathaniel Cars.</p> <p>Resolved that:</p> <p>(a) The Committee approved the Staff Benefits Group report.</p>	
CFC20/11/014	<p>Staff Lottery Bids Panel</p> <p>The DC highlighted that the Staff Lottery had gone from strength to strength with a large increase in users off the back of an email sent to all staff.</p> <p>£11,000 was raised through this channel and other health boards were looking at our Staff Lottery due to the revenue raised from it and were hoping to implement similar systems.</p> <p>The EDTHS commented that it was pleasing to see the range and diversity in which the lottery funds were being spent.</p> <p>Resolved that:</p> <p>(a) The Committee noted the report.</p>	
CFC20/11/015	<p>Health Charity Fundraising Report</p> <p>The DC outlined that the report detailed activity and appeals. There had been a lot of cancellations due to COVID-19 but the profile of the Health Charity had been maintained through virtual events.</p> <p>The Committee were advised that legacy donations were being actively sought.</p> <p>Resolved that:</p> <p>(a) The Committee noted the progress and activities of the Health Charity as advised.</p>	

Saunders, Nathan
03/10/2021 11:49:59

CFC20/11/016	<p>Wales for Africa</p> <p>The EDWOD advised that Wales for Africa had been in place since 2006 and had been active around the Arts for Wellbeing.</p> <p>The CC asked what “Africa” meant and if we were able to expand to other areas noting that there were many communities living in Wales that originated from Africa.</p> <p>The EDWOD responded that we needed to be conscious of what we could achieve but agreed that other areas could be looked at.</p> <p>The CC added that there were a number of UHB staff members from Africa who would be willing to help with Wales for Africa and asked that this be explored.</p> <p>Resolved that:</p> <p>(a) The Committee noted the report.</p>	
CFC20/11/017	<p>Health Charity Annual Report</p> <p>The DC advised that the report needed to be approved and would be reviewed by the Auditor General with the final version coming back to Committee.</p> <p>The IMLG asked whether “approved” meant “review and comment” or simply “approve” noting also that some areas appeared incomplete. The DC agreed to take this back to check.</p> <p>The Director of Corporate Governance (DCG) asked whether this process was always done in this way and queried if the report should come from Charity Trustee and not the Charitable Funds Committee as the accountability for Charitable Funds remained with the Charity Trustee. The IEDF responded that he would check this and ensure sign off of the audited accounts at the January meeting.</p> <p>The DCG added that it would be good governance if the report went to the Charity Trustee in draft.</p> <p>The DCG advised that the Charity Trustee should sign off the annual report after receiving recommendations from the CFC Committee. Also the annual report should include comment from the Charity Trustee Chair above the CFC Chair’s welcoming comment.</p> <p>Resolved that:</p> <p>(a) The Committee reviewed and commented on the Cardiff & Vale Health Charity draft Annual Report 2019 – 2020.</p>	<p>CL</p> <p>JB</p> <p>JB</p>
CFC20/11/018	<p>Breast Centre UHL – Fundraising Update</p> <p>The Committee received the annual fundraising report on the Breast Centre Appeal.</p>	

	Resolved that: <ul style="list-style-type: none"> (a) The Committee noted the external fundraising support; (b) Noted the loan from Charitable Funds had been repaid; (c) Noted the report and the assurances provided. 	
CFC20/11/019	Items to bring to the attention of the Board / Trustee <p>The CC noted that 3 bids would be going to the Trustee.</p> <p>The DC added that the £50,000 donation would also be taken to the Trustee and to clarify if bids could continue for this.</p>	JB
CFC20/09/020	Any Other Business <p>There were no items of other business.</p>	
CFC20/09/021	Review of the Meeting <p>The CC invited comments about the meeting.</p> <p>The IEDF commented that all participated well especially with the amount of bids presented. The IMLG agreed.</p> <p>The CC added that it was a good meeting and ran to time.</p> <p>The EDTHS concurred and added that papers were well prepared.</p>	
CFC20/09/022	Date and Time of Next Meeting <p>Tuesday 16th March 2021, 9:00am – 12:00pm</p>	

Saunders Nathan
03/10/2021 11:49:59

Action Log
Following Charitable Funds Committee Meeting
3rd November 2020

MINUTE REF	SUBJECT	AGREED ACTION	COMPLETION DEADLINE	LEAD	STATUS
Actions Completed					
CFC 20/03/011	Change Account	Committee review of the Health Charity Partnership with the Change Account in 6 months' time.	03/11/2020	Joanne Brandon	COMPLETE Provided to November Committee meeting
CFC 20/06/007	Health Charity Donations / Gifts Received	Reflection / Remembrance area proposal across all sites to be brought for consideration at a future meeting	03/11/2020	Ruth Walker	COMPLETE Discussed at November Committee meeting
CFC 20/09/015	Sustainable Travel	Bring outstanding feedback to the next meeting	03/11/2020	Joanne Brandon	COMPLETE Provided to November Committee meeting
Actions In Progress					
CFC20/11/007	Art Programmes Fund proposals	Funding options to be explored	16/03/2021	Joanne Brandon	On agenda for March Meeting Item 2.2
CFC20/11/009	Health Charity Financial Position Update – Agenda position	To move the Health Charity Financial Position Update further up the agenda to provide overview for meeting.	16/03/2021	Nicola Foreman	On agenda for March Meeting Item 2.1
Actions referred to committees of the Board					
CFC20/11/019	£50K donation FAO Trustees	Information to be provided to the trustees regarding a £50K donation received by the health charity	17/11/2020	Joanne Brandon	Taken to Board of Trustees meeting on 17/11/2020
CFC20/11/017	Health Charity Annual Report	IEDF to check if Trustees should review the annual report	17/11/2021	Christopher Lewis Joanne Brandon	Taken to Board of Trustees meeting on 17/11/2020

MINUTE REF	SUBJECT	AGREED ACTION	COMPLETION DEADLINE	LEAD	STATUS
		Provide the trustees with a draft copy of the report Comment required from the trustees for inclusion in the annual report above CFC Chair's comment.		Joanne Brandon	

Saunders Nathan
03/10/2021 11:49:59

**Agenda Setting Meeting
held on 9th February 2021 for the next
Charitable Funds Committee**

Present:

Akmal Hanuk	AH	Committee Chair and Independent Member - Community
Joanne Brandon	JB	Director of Communications
Nicola Foreman	NF	Director of Corporate Governance
Christopher Lewis	CL	Interim Director of Finance
Ruth Walker	RW	Executive Nurse Director

In Attendance:

Sian Rowlands	SR	Head of Corporate Governance
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Secretariat:

Nathan Saunders	NS	Corporate Governance Officer
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CFC Agenda 21/02/001	Chairs Actions	Action
	<p>The Committee Chair (CC) approved the amended bid of £39K for St. Davids Hospital.</p> <p>The Director of Communications (DC) advised everybody that the money had been allocated to the Make It Better Fund and could now be released to the bid author.</p> <p>Upon discussion, the CC agreed that the funds could be released.</p>	

Saunders, Nathan
03/10/2021 11:49:59

Report Title:	Charitable Funds Financial Position Report for the Period Ended 31st January 2021			
Meeting:	Charitable Funds Committee		Meeting Date:	16th March 2021
Status:	For Discussion	For Assurance	x For Approval	For Information
Lead Executive:	Executive Director of Finance			
Report Author (Title):	Head of Financial Services			

Background and current situation:

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

- Provide information on the year to date financial performance of the Charity to the period to 31st January 2021;
- Provide an update on the management of dormant funds;
- Assess the forecast financial position on general reserves against commitments already made.

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

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

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

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

Financial Performance for the 10 months ended 31st January 2021

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

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

	Unrestricted Funds £'000	Restricted Funds £'000	Endowment Funds £'000	Total Funds £'000
Fund Balances brought forward April 2020	4,558	1,864	2,515	8,937
Total Income Resources	1,629	266		1,895
Total Resources Expended	-1,309	-259		-1,568
Net Incoming/(Outgoing) Resources	320	7		327
Gains / (Losses) on Investment Assets	851			851
Net Movement in Funds	1,171	7	0	1,178
Fund Balances carried forward January 2021	5,729	1,871	2,515	10,115

The above table shows the Charity generated £1.895m of income and spent £1.568m for the period ending January 2021. This has resulted in net income of £0.327m. In addition, the charity also had market value gains on its investments of £0.851m for the period compared to the March 2020 valuation. The combined effect of these results is a net increase in fund balances for the period to January 2021 of £1.178m to £10.115m.

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

Table 2: Schedule of Income for the 10 month period April to January 2021

Income	Unrestricted £000	Restricted £000	Total £000	19/20 £000	18/19 £000
Legacies	134	1	135	63	254
Donations	1,415		1,415	492	510
Staff Lottery		193	193	182	181
Appeals		58	58	176	196
Dividend Income	80	14	94	147	150
Total Income	1,629	266	1,895	1,060	1,291

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

A summary balance sheet position is shown in Table 3.

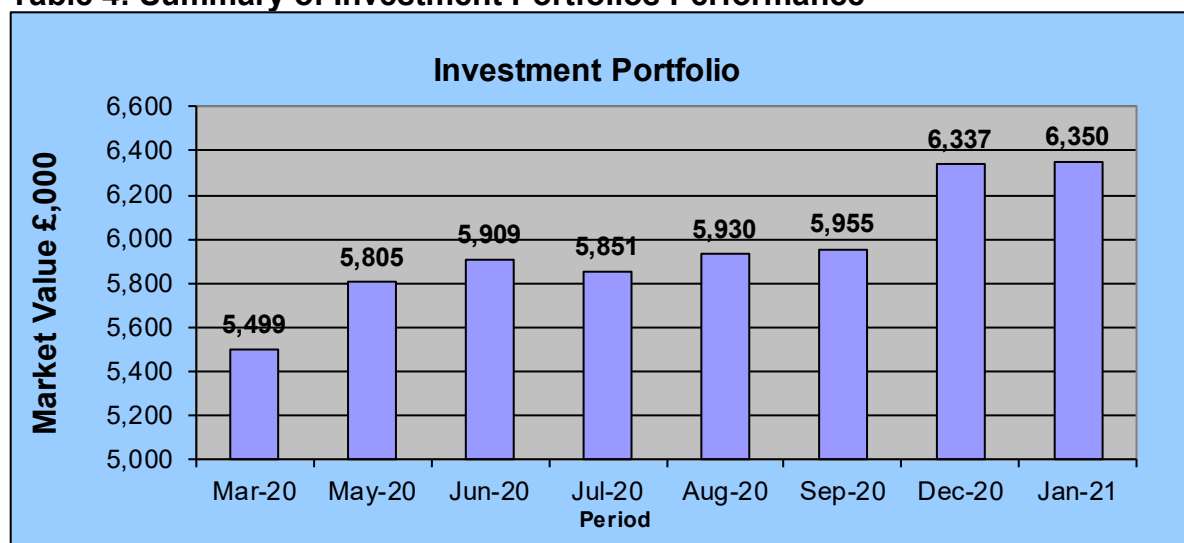
Table 3: Summary Balance Sheet as at 31st January 2021

	Opening Balance £000 01.04.20	Closing Balance £000 31.01.21
Fixed Assets	7,975	8,826
Net Current Assets /Liabilities	962	1,289
Total Net Assets	8,937	10,115
Unrestricted Funds	4,558	5,729
Restricted Funds	1,864	1,871
Endowment Funds	2,515	2,515
Total Funds	8,937	10,115

Of the closing fixed asset balance, £2.476m relates to Rookwood Hospital with the balance of £6.350m relating to the investment portfolio. Of the net current assets closing balance of £1.289m, some £1.488m is supported with cash with the balance being net current liabilities of £0.199m. The fund balances have increased by £1.178m in the period to £10.115m.

The following graph shows the investment portfolio's performance from March 2020 to January 2021.

Table 4: Summary of Investment Portfolios Performance



The investment portfolio started the financial year with a market value of £5.499m. The value has increased to £6.350m at the end of January 2021, therefore resulting in a market value gain for the period of £0.851m.

In summary the value of the Charitable Funds has increased by £1.178m in the current year to £10.115m. This increase represents net income of £0.327m and market value gains of £0.851m.

Dormant Funds

The Trustees agreed at their meeting of the 23rd July 2020 to change the policy on unrestricted dormant funds. It was agreed that any unrestricted funds that have been dormant for two full financial year and do not have expenditure plans, are transferred to general reserves.

The deadline for submission of expenditure plans was the end of October 2020. Detailed below is a summary of the dormant fund exercise with responses split between Unrestricted and Restricted funds.

Table 5: Summary of Review of Dormant Funds

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

Following the Trustee meeting of the 26th January 2021 the following action has been undertaken :

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

Forecast Financial Position of the Charity's General Reserves

Whilst the charity has a net worth of £10.115m, it is structured around undelegated and delegated funds where financial responsibility has been delegated to named fund holders and Heads of Service.

Within these funds are general reserves with a value of £1.410m made up of the following:

- Consolidated general reserve fund balance of £0.414m;
- Year to date investment gains of £0.851m;
- Transfer of dormant funds of £0.145m

Against these general reserves the Charity has approved a number of bids which has resulted in significant financial commitments. These are assessed at being circa **£1.023m** and are summarized below.

Table 6: Outstanding commitments against General Reserves

Commitments	£'000	Comment
Horatio's Garden	500	No spend to date
UHB Transport Solutions	99	Reduced for additional year-end Creditor £252k and spend to date of £31k.
Employee Wellbeing	194	Includes option 3 approval for two years
Fundraising Costs	38	£262k in year included in I/E and £38k further commitment
Neurological Gardens	192	New Commitment
Total	1,023	

This means that after transferring dormant fund balances, general reserves have a surplus of circa £0.387m after all commitments are met. A key driver for this has been the continued significant increase in the Charities investment portfolio. The stock market has rallied with gains of £0.851m to the end of January following positive vaccine news and a Brexit agreement. The stock market does however remain volatile and at this time caution is advised on further significant commitments.

Recommendation:

The Board of Trustee is asked to:

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

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

Report Title:	Arts for Health and Wellbeing Programme Funding					
Meeting:	Charitable Funds Committee			Meeting Date:	16.03.21	
Status:	For Discussion		For Assurance	✓	For Approval	For Information
Lead Executive:	Ruth Walker, Executive Nurse Director					
Report Author (Title):	Joanne Brandon, Director of Communication, Arts, Health Charity and Engagement					

Background and current situation:

The Arts for Health and Wellbeing Programme Fund was established by the Health Board in 2018 with funding provided by Cardiff & Vale Health Charity. The Arts Programme has proven to be a very successful project which has sourced and provided a wide variety of arts activities and interventions to support the health and wellbeing of patients, staff and visitors across the UHB. The programme has recently produced its [second annual report](#) which is currently in draft format and welcomes comments from committee members.

During the Covid pandemic there has been an increased appetite for creative projects to support patient engagement, staff wellbeing and addressing the needs of communities which have been adversely affected. The Arts Team continues to work with a number of clinical services to enhance, reshape and engage with its patients, staff and communities through Arts.

The Arts for Health and Wellbeing Programme has received awards and commendations locally and nationally from both health and arts related organisations for many of its projects. Its work has been described as pioneering and trail blazing and it is particularly proud of its achievements to date, which have been considered and commissioned in alignment with the Health Board's commitment to the implementation of The Wellbeing of Future Generations Act.

Benefits of the Arts In Health Programme

Collaboration with Cardiff and Vale University Health Board International Projects

The Arts for Health and Wellbeing team recently completed a project which highlights the work of Cardiff and Vale University Health Board staff in collaboration with partner organisations and Welsh Government on the 'Wales and Africa Programme'.

The Health Board has an ongoing commitment to support partnerships in sub-Saharan Africa by sharing skills, establishing positive and collaborative working relationships and helping to build stronger communities in Africa.

Further information can be found here <https://healthcharity.wales/new-artwork-for-wales-and-africa-programme/>

Improvements in patient experience

The Arts for Health and Wellbeing Team have built meaningful relationships with organisations

such as the Welsh National Opera, Wales Millennium Centre and Hijinx Theatre which has benefited the Health Board with the provision of music and artwork for patients and staff plus training videos, ensuring our patients have the best possible care and treatment.

Feedback from all areas of the Health Board has been extremely positive and staff have commented on how the arts activities and music sessions have greatly helped patients, particularly in areas such as dementia and brain injury services, in addition to bringing comfort to all those who have been unable to receive visitors during the pandemic.

The Arts for Health and Wellbeing team has worked alongside **Hijinx Theatre** to make a series of training videos aimed at educating staff in how to communicate with patients and colleagues with learning disabilities and also neuro-divergent groups. These videos are informational and educational, ensuring staff are best equipped to deal with patients and colleagues who face these challenges. Read more on the website [here](#).

During the Covid-19 pandemic, the **Welsh National Opera** have adapted their weekly visits to our hospitals to online sessions where patients and staff are able to interact with a small team of musicians. Bringing back fond audience memories, the patients have been given tickets and props to engage with the performances. The most recent performance by Sian Cameron and Sian Davies was greatly enjoyed with plenty of smiling faces and happy memories triggered those watching the performances. Read more [here](#).

Reminiscence sessions through music at St. David's Hospital

Music from the **Forget-Me-Not Chorus** flowed through the wards of St. David's Hospital with their series of outdoor car park and courtyard concerts. Staff at St. David's opened the windows and accompanied patients to view the outdoor performances safely, obeying all social distancing guidelines. Forget-Me-Not Chorus have also performed for seniors on our mental health wards at University Hospital Llandough. Read more [here](#).

Improvements in clinical spaces

Arts for Health and Wellbeing were delighted to be able to collaborate with the **Women's Arts Association Wales** in improving the environment in Nuclear Medicine at University Hospital Llandough and University Hospital of Wales. Through the kind generosity of WAA members we have created a welcoming, relaxing environment in state of the art clinical spaces using their artwork. Read more on the website [here](#).

Bringing health and wellbeing through art in the Staff Haven at UHW – working with **National Museum of Wales**, the Arts for Health and Wellbeing team have brought a sense of calm and relaxation to the Staff Haven at UHW so that staff can find some peace, relaxation and tranquility to boost their mental health and wellbeing during an extremely challenging time. Read more [here](#).

Funding sources

This paper provides assurance that in addition to the *£50,000 agreed at the Nov 2020 CFC meeting, the Arts Programme has secured additional external funding for the following creative

- 'Addressing and reshaping Cystic Fibrosis Services', based in UHL and community - £35,000.00
- 'Weaving lives together through song' with Forget me Not Chorus to be focused at St David's Hospital - £21,500.

The Arts Programme achievements, the necessity of continued provision of this programme and its outcomes and benefits to patients, volunteers, staff and community groups with continuing funding from the Health Charity are highlighted within the draft Annual report 2020 and Arts Year review 2019 - <https://www.youtube.com/watch?v=JxVHDS66QoM>

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

I acknowledge the Arts team success during 2020/21 and commend the team for its hard work in securing engagement, support and additional funding from external partners to enhance patient engagement and arts activities within the Health Board.

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

Assurance is provided by

- Increased visibility of the Arts for Health and Wellbeing team and its work
- Accolades achieved in the field of Arts and Patient Wellbeing from established organisations
- Exemplar organisation for Arts in Health in Wales
- Coverage of achievements on a National and International scale
- Collaborative work with the Third Sector, the Welsh Government, the Arts Council for Wales and a wide variety of other networks and community partners.
- Ability to secure project funding from Arts Council of Wales

Recommendation:

The Charitable Fund Committee is asked to:

- **NOTE** the activity and achievements of the Arts Programme in its draft annual report and in securing external funds to support the continuation of some arts activities.
- **ACKNOWLEDGE** this update and the continued funding (as discussed in the CFC meeting held in November 2020) of £50,000 from reserve charitable funds for the 'Arts for Health and Wellbeing programme' for the period of 12 months, to be utilised alongside monies already secured from external organisations.

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							

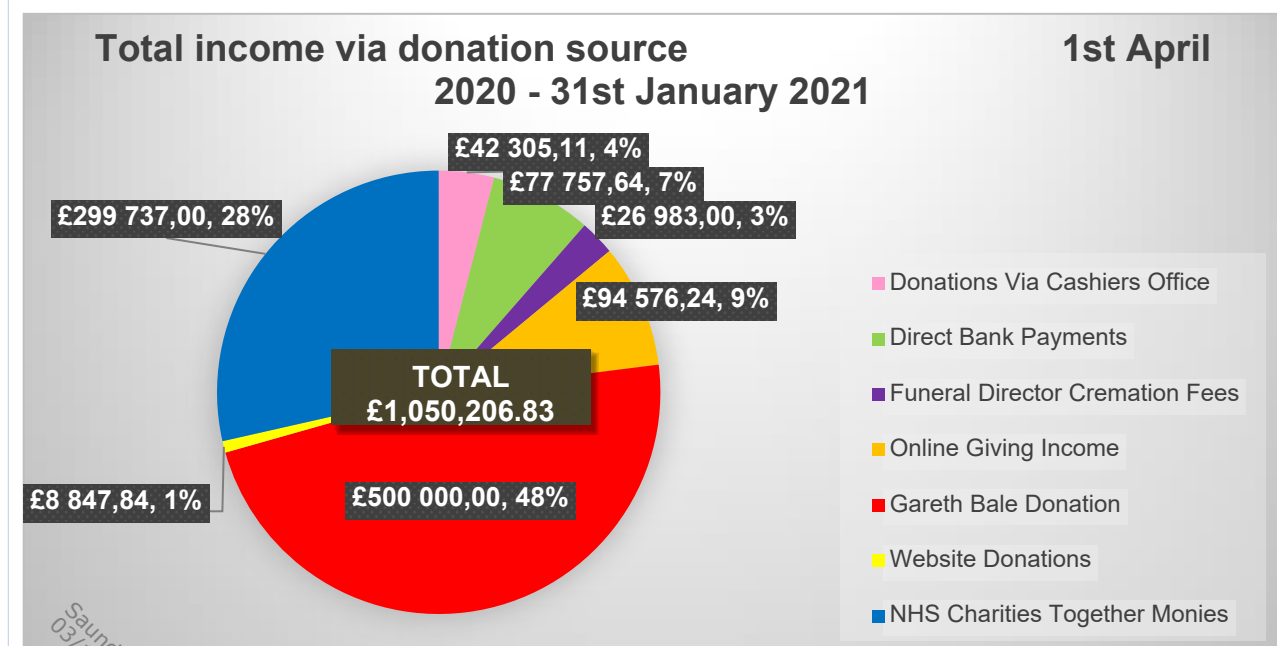
Report Title:	CFC Item 2.3 - Covid Monies Income/Expenditure				
Meeting:	Charitable Funds Committee			Meeting Date:	16 th March 2021
Status:	For Discussion	For Assurance	×	For Approval	For Information
Lead Executive:	Ruth Walker, Executive Nurse Director				
Report Author (Title):	Joanne Brandon, Director of Communication, Arts, Health Charity and Engagement				

Background and current situation:

Cardiff & Vale Health Charity has received an exceptional amount of support since the start of the COVID-19 pandemic. The generosity shown by those who supported the 'Spread the Love' Campaign has been truly inspiring.

The Health Charity has received support from both within the UHB and from external fundraisers and supporters. It has also received several grants from NHS Charities Together. The Health Charity has received over £1million in covid related donations since March 2020.

Funding source	£
NHSCT awards and applied for grants	299,737.00
Make It Better Fund* Includes donation received from various sources e.g. #SpreadtheLove campaign/fundraising and individual donations, funeral director cremation fees plus gift aid etc.	250,469.83
Bale Family Donation	500,000
Total covid income @ 31.01.21	£1,050,206.83



Covid Expenditure via bids process:

Covid donations allocated as follows:	Expenditure sub-total £
MIB Fund allocations	234,549
NHSCT expenditure	299,737
Bale Fund allocations	500,000
	£1,034,286.00

Examples of projects supported from covid monies include:

Clinical Boards	Projects
CD&T - £22,492.56	<ul style="list-style-type: none"> Innovative outdoor mobility, therapeutic games, gardening and mindfulness activities Staff room/outdoor staff areas and improvement to staff changing facilities Physiotherapy equipment
Corporate - UHB wide £126,206.36	<ul style="list-style-type: none"> Teddy Bear Nursery outdoor covered area Water stations at St David's, Rookwood, UHL and CRI Orchard, UHL - wellbeing sessions /extension of services to BAME community
PCIC £36,752.81	<ul style="list-style-type: none"> Palliative Care- Z-beds, TENS machines and recliner chairs Locality Team staff room Hearing aid devices
Medicine Clinical Board - £6,019.70	<ul style="list-style-type: none"> FeNo Asthma treatment Garden furniture Nail care
MHCB - £23,698.31	<ul style="list-style-type: none"> Hafan y Coed ward based gyms Crisis Service Information Booklets / Mindfulness booklets Skype room
Specialist Clinical Board - £11,470.73	<ul style="list-style-type: none"> Research MS/ Covid Myeloma team, Haematology – patient videos Lung Function and Sleep Apnoea Department
Surgery Clinical Board £3,960.95	<ul style="list-style-type: none"> Surgery Stars Recognition Event CAVOC - tablets to assist patient/relative communications Dental – staff room furniture
W&CCB - £81,653.50	<ul style="list-style-type: none"> CAMHS Accommodation Maternity Virtual Conferencing Children's Rights training video

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Third Sector Organisations (including BAME specific projects)

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

MS Society	Delivery of health/wellbeing engagement activities. This project will deliver online courses to prepare service users to start exercising after being in lockdown.
With Music in Mind	Support for staffing costs, reorientation packs and PPE items. The PPE equipment and reorientation packs will allow the organisation to prepare its staff and service users for a safe return to regular services.
Huggard Centre	Purchase of equipment for an IT Development Hub which will help homeless people access IT services, which are vital during the pandemic
Age Connects	I-pads for Hospital Discharge and Advocacy Staff.
Elderfit	Staff costs to create audio exercise classes so service users can exercise from home, assisting those with visual impairments.
Forget Me Not Chorus	Provide outdoor concerts at Llandough Hospital, St David's Hospital and a series of Zoom taster sessions for people with dementia.
Headway	Staff and volunteer costs plus PPE equipment purchases. This funding will support a pilot project for a walking/wheeling group for those with brain injuries in the Vale of Glamorgan.
Cardiff Women's Aid	Word press site developer, consultant and subscription costs. This will support CWA with its aims and provide training, education and support to service users, including people from under-represented groups.
Innovate Trust	Purchase of Samsung tablets to allow service users to utilise online services.
BAME Projects	
Sudanese Integration Association	Purchase IT equipment and support volunteer expenses, interpretation costs and facilitator costs. The project loans out IT equipment to support families, offering disadvantaged BME families specialised support/information regarding COVID-19.
Jukebox Collective	Venue costs, travel expenses and PPE. This project will allow young people of BAME backgrounds to gain skills and create a place to express themselves.
CHAPs service at CRI	To support partnership working including offering small grants to health and social care to fully understand the grass root issues and bridge the gap with more engagement with the BAME and seldom heard communities such as travellers and LGBT.
Specialist asylum seeker midwives	To provide breast pumps, pregnancy pillows and pregnancy supportive pants to give out to women who are being supported under the asylum process.

Arts Projects	Commissioning of arts projects around the Black Lives Matter movement, partnering with artists from the BAME community to commission and influence the work.
Orchard, UHL	This project actively engages with members of the BAME community to join to create an orchard at the University Hospital Llandough where it will become a place of tranquility and rehabilitation for patients, staff and our local community to enjoy.

The Health Charity will endeavour to further support third sector organisations in 2020 by re-establishing its Third Sector Small Grants Scheme (see Item 3.2 'Over £25k bids').

The Way Forward

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

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

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

The Health Charity continues to work closely with our finance colleagues to reconcile covid income and expenditure and further allocate all monies raised and grants awarded to ensure services are supported during these challenging times.

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

The CFC is asked to recognise the success and hard work of the Health Charity in managing the generous donations received in support of the Health Board during the Covid-19 pandemic, and its efforts to ensure that the money has been allocated and distributed equitably and swiftly in order to support all clinical boards and the areas of our community which have been most significantly impacted.

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

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

Recommendation:

The Committee is asked to:

RECEIVE this report as assurance of the appropriate management and administration of covid income and expenditure by the Health Charity.

Shaping our Future Wellbeing Strategic Objectives							
This report should relate to at least one of the UHB's objectives, so please tick the box of the relevant objective(s) for this report							
1. Reduce health inequalities	<input checked="" type="checkbox"/>	6. Have a planned care system where demand and capacity are in balance	<input type="checkbox"/>				
2. Deliver outcomes that matter to people	<input checked="" type="checkbox"/>	7. Be a great place to work and learn	<input type="checkbox"/>				
3. All take responsibility for improving our health and wellbeing	<input type="checkbox"/>	8. Work better together with partners to deliver care and support across care sectors, making best use of our people and technology	<input checked="" type="checkbox"/>				
4. Offer services that deliver the population health our citizens are entitled to expect	<input checked="" type="checkbox"/>	9. Reduce harm, waste and variation sustainably making best use of the resources available to us	<input checked="" type="checkbox"/>				
5. Have an unplanned (emergency) care system that provides the right care, in the right place, first time	<input type="checkbox"/>	10. Excel at teaching, research, innovation and improvement and provide an environment where innovation thrives	<input checked="" type="checkbox"/>				
Five Ways of Working (Sustainable Development Principles) considered							
Please tick as relevant, click here for more information							
Prevention	<input type="checkbox"/>	Long term	<input type="checkbox"/>	Integration	<input checked="" type="checkbox"/>	Collaboration	<input checked="" type="checkbox"/>
Equality and Health Impact Assessment Completed:	Yes / No / Not Applicable If "yes" please provide copy of the assessment. This will be linked to the report when published.						

Report Title:	DARING TO DREAM					
Meeting:	Charitable Funds Committee			Meeting Date:	16.03.21	
Status:	For Discussion		For Assurance		For Approval ✓	For Information
Lead Executive:	Ruth Walker, Executive Nurse Director					
Report Author (Title):	Joanne Brandon, Director of Communications, Arts, Health Charity and Engagement					

Background and current situation:

Daring to Dream (D2D) is a charitable fund originally set up within Cardiff & Vale Health Charity and was led by an external fundraiser whose mission was to support the emotional health and wellbeing of patients aged 16 years and over, who are under the care of hospital clinics across Wales. It has a primary (but not exclusive) focus in supporting both inpatient and community based users within the geographical area covered by Cardiff & Vale University Health Board.

D2D is now regulated by the Charity Commission in its own right as a Charitable Incorporated Organisation (CIO). The current D2D fund balance is £4,973. As a CIO, D2D has requested that the Health Charity transfers this amount from its charitable funds into D2D's own bank account, but wishes to continue to work in partnership with the UHB and Health Charity to support this patient group. Bank account details have been provided by D2D to the Health Charity in anticipation of this agreement.

Cardiology Services managers have agreed that they would be willing and able to advise and monitor D2D's procurements in order that goods purchased are compliant with UHB health and safety and infection control measures.

If occasions arise whereby the UHB can provide value for money by procuring items itself, D2D would transfer funds as a grant to the clinical board in order for them to facilitate this.

D2D is also able to support patients of CAVUHB who may be in care homes, home based or in hospices. This is seen as essential because increasing numbers of patients are being treated in community settings and not just in secondary care.

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

The Health Charity has held open dialogue with D2D and the Interim Director of Finance on this matter and is in agreement in principle with this request. I therefore support the transfer of the funds balance as advised.

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

ASSURANCE is provided by:

- The governance of D2D from being regulated by the Charity Commission
- D2D lead and influence may have a negative impact on Cardiff & Vale Health Charity/ UHB

reputation if not able to act in accordance with CIO

Recommendation:

The Charitable Funds Committee is asked to:

Approve: the transfer of £4,973 form Charitable Funds to Daring To Dream, Charitable Incorporated Organisation

Shaping our Future Wellbeing Strategic Objectives

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

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

Five Ways of Working (Sustainable Development Principles) considered

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

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

Not Applicable

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Report Title:	Over £25k Bids (from Endowment Charitable Funds)				
Meeting:	Charitable Funds Committee			Meeting Date:	16.03.21
Status:	For Discussion	For Assurance	For Approval	×	For Information
Lead Executive:	Ruth Walker, Executive Nurse Director				
Report Author (Title):	Joanne Brandon, Director of Communication, Arts, Health Charity and Engagement				

Background and current situation:

The Board of Trustees of Cardiff & Vale Health Board Charity have delegated responsibility to the Charitable Funds Bids Panel for consideration and approval of bids over the value of £25,000, up to a maximum of £125,000. As per the attached process mapping information (Appendix.1) the CFC receives bids for over £25k for consideration and approval from charitable funds.

The Health Charity is responsible for the administration process of these bids and is required to liaise with proposers on behalf of the CFC, ensuring evaluation reports are submitted in line with governance and audit requirements.

Over £25k bids – recently approved (for CFC information and Minutes only):

Bid name	Proposal	Amount
St. David's Children's Centre	In the CFC Agenda Setting Meeting held 09.02.21 – bid was approved in support of the proposal for "St David's Children's Centre Environmental Improvements post-Covid" in line with previous discussion held in CFC meeting – November 2020.	£40,000 (allocated from the over 25k Make It Better fund).

New Over £25k bids:

Bid name	Proposal	Amount
Third Sector Grants Scheme 2021/22	Cardiff & Vale Health Charity has worked successfully in partnership with Glamorgan Voluntary Services (GVS) and Cardiff Third Sector Council (C3SC) since 2016 to provide grants to third sector organisations. This has developed strong, effective partnership working between the third sector, health and local government that enables better integrated planning and delivery of people-centred services that are responsive to local need. It also ensures that the third sector community has equitable access to services and provides under-represented groups with a voice. The Health Charity proposes to provide further monies to GVS from charitable funds to support groups in the	£33,000 Including: £30k - grant scheme plus £3k - GVS administration costs)

Saunders, Nathan
03/10/2021 11:49:53

	<p>community who fall within the protected characteristic category. This grant scheme will support third sector community projects which are managed by GVS and supported by the Health Charity.</p> <p>The amount of £30,000 is for grant allocation plus £3,000 for GVS to manage, administer and liaise with third sector organisation's to support and advise them during the application and approval process and to provide evaluation of successful bids.</p>	
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Executive Director Opinion /Key Issues to bring to the attention of the Board/ Committee:

The CFC is asked to confirm for the Minutes, the approval of the allocation of £40k from the over £25k Make It Better Fund for the St David’s Centre bid.

The CFC is asked to approve the bid proposal of £33,000 for Third Sector funding, to enable the Health Charity to provide financial support to some of the most vulnerable community groups.

I support the submission of this bid, in line with the authorisation requirements for the expenditure of charitable funds.

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

Reputational risk to the Health Board of not supporting third sector organisations.

ASSURANCE is provided by robust governance arrangements and reporting on spend to Finance and Audit. This includes completion of reports and monitoring of projects by the Health Charity on behalf of the CFC.

Recommendation:

Charitable Funds Committee is asked to:
Approve the proposal of the allocation of £33,000 to GVS for the provision of Third Sector funding.

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

care, in the right place, first time					provide an environment where innovation thrives				
Five Ways of Working (Sustainable Development Principles) considered <i>Please tick as relevant, click here for more information</i>									
Prevention		Long term		Integration	×	Collaboration	×	Involvement	×
Equality and Health Impact Assessment Completed:		Not Applicable <i>If “yes” please provide copy of the assessment. This will be linked to the report when published.</i>							

Kind and caring
Caredig a gofudgar

Respectful
Dangos parch

Trust and integrity
Ymddiriedaeth ac uniondeb

Personal responsibility
Cyfrifoldeb personol

Saunders Nathan
03/10/2021 11:49:59





**Charitable Funds Committee Approved Bids
March 2018 – March 2021**

Date Approved	Charitable Bid Name	Bid Report Author	Bid Report Lead	Total Awarded	Update report to Committee	Final Report to Committee
20 th March 2018	Information Screens	Michelle Fowler	Exec. Nurse Director	£24,750.00		Completed March 2020
29 th March 2018	Nutrition & Hydration Extension	Nutrition & Dietetics Services Lead	Exec. Director of Therapies & Health Science	£295,000.00		Completed March 2020
11 th September 2018	Staff Recognition Awards	Learning Education & Development	Exec. Director of Workforce & OD	£25,000.00	March 2020	On going
11 th December 2018	First Impressions, Barry Hospital	Peter Welsh	Maria Battle	£99,500.00		Completed Dec 2019
11 th December 2018	IBD Service at UHL	Claire Tibbatts, UHL	Sarah Edwards	£20,000.00	March 2020	Completed Sept 2020
11 th December 2018	Arts Funds Bids	Simone Joslyn	Maria Battle	£70,000.00		Completed March 2020
11 th December 2018	BSL Training & Awareness	Angela Hughes	Exec. Nurse Director	£29,928.00	June 2019	Completed Sept 2020
11 th December 2018	Promoting Health Charity Visibility	Simone Joslyn	Akmal Hanuk	£60,000.00		Completed Dec 2019
19 th March 2019	Sustainable Travel for UHB	Joanne Brandon	Abigail Harris	£391,854.00	December 2019	Completed Nov 2020
11 th June 2019	RITA	Joanne Wilson	Exec. Nurse Director	£28,776.00	May 2020	Completed Sept 2020



11 th June 2019	Dental Information Screens	Eira Yassien	Chief Operating Officer	£13,084.80		Completed March 2020
11 th June 2019	Health Charity Website	Simone Joslyn	Exec Nurse Director	£12,410.00		Completed Sept 2020
27 th June 2019	Employee Wellbeing Service	Nicola Bevan	Director of Workforce and OD	£352,586.00	Sept 2020	June 2021
27 th June 2019	Disposal of Rookwood	Nicola Foreman	Director of Governance	£155,000.00		June 2021
4 th November 2020	Proactive Wellbeing support for Staff and Managers	Nicola Bevan	Director of Workforce and OD	£282,000		Nov 2021
4 th November 2020	Keeping Me Well and Recovery from COVID	Emma Cooke / Luke Fox	Executive Director of Therapies and Healthcare Scientists	£164,000		Nov 2021
4 th November 2020	Provide a Staff Haven at University Hospital Wales	Nicola Bevan	Director of Workforce and OD	£54,000		March 2021
25 th January 2021	Covid-19 Patient Experience Support Project	Angela Hughes	Exec Nurse Director	£25,000	Oct 2021	Feb 2022
25 th January 2021	Recovery and Wellbeing College Senior Peer Trainer	Hannah Moreland-Jones	Exec Nurse Director	£31,237.59	Oct 2021	Feb 2022
9 th Feb 2021	St David's Children Centre Environmental Improvements - Children, Young People & Family Health Services	Katie Simpson	Exec Nurse Director	£39,353.42		Nov 2021

Saunders Nathan
03/10/2021 11:49:59



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Saunders Nathan
03/10/2021 11:49:59

Endowment Funds or Charitable Funds



Report Title:	Charitable Funds Committee – Terms of Reference						
Meeting:	Charitable Funds Committee				Meeting Date:	16th March 2021	
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 2020 and approved by the Charity Trustee in March 2020 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 2020.

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.

Saunders Nathan
03/10/2021 11:49:53

Shaping our Future Wellbeing Strategic Objectives <i>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</i>									
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 <i>Please tick as relevant, click here for more information</i>									
Prevention	x	Long term		Integration		Collaboration		Involvement	
Equality and Health Impact Assessment Completed:		Yes / No / Not Applicable <i>If "yes" please provide copy of the assessment. This will be linked to the report when published.</i>							



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Cardiff and Vale
University Health Board

Charitable Funds Committee

Terms of Reference

Reviewed at the Charitable Funds Committee 16th March 2021
Approve by the Board: 25th March 2021

Saunders, Nathan
03/10/2021 11:49:59



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University Health Board

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 Charity Trustee in the discharge of its duties and responsibilities for charitable funds
 - Discharge delegated responsibilities from the Charity Trustee for the control and management of Charitable Funds.
- 2.3 Provide advice and assurance to the Charity Trustee on the delivery of the Charitable Funds Strategy, 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

Saunders Nathan
03/10/2021 11:49:59

- 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 Executive Director of Finance 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 Executive 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 Executive Director of Finance has 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;

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 Executive Director of Finance;
- Ensuring that the banking arrangements for the charitable funds are kept entirely distinct from 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;

Saunders, Nathan
03/10/2021 11:49:59

- Obtaining appropriate professional advice to support its investment activities;
- 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 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 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 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 Charity Trustee has approved the following sub-committees of the Charitable Funds Committee:

- Charitable Funds Bids Panel
- Staff Benefits Group

4. MEMBERSHIP

Members

A minimum of six (6) members, comprising:

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

Members A minimum of 4 other members of the Charity Trustee as follows:

Independent Member
Executive Nurse Director (Lead Executive)
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

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 Director of Corporate Governance

Member Appointments

4.5 The membership of the Committee shall be determined by the Charity Trustee, based on the recommendation of the 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.

4.6 Terms and conditions of appointment, (including any remuneration and reimbursement) in respect of co-opted independent external members are determined by the Charity Trustee, based upon the recommendation of the Charity Trustee Chair {and, where appropriate, on the basis of

Saunders Nathan
03/10/2021 11:49:59

advice from the UHB Remuneration and Terms of Service Committee}.

Support to Committee Members

4.7 The Director of Corporate Governance 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 Trustee, for its performance in exercising the functions set out in these terms of reference.

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

Saunders Nathan
03/10/2021 11:49:59

- 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. This may include, where appropriate, a separate meeting with the Board.

- 7.2 The 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 an annual basis by the Committee with reference to the Charity Trustee

Saunders, Nathan
03/10/2021 11:49:59

Report Title:	Charitable Funds Committee – Annual Workplan 2021-22						
Meeting:	Charitable Funds Committee				Meeting Date:	16 th March 2021	
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 2021/22 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 2021/22;

APPROVE the Work Plan 2021/22;

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

Saunders Nathan
03/10/2021 11:49:53

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	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 <i>Please tick as relevant, click here for more information</i>			
Prevention	x	Long term	x
		Integration	x
		Collaboration	x
		Involvement	x
Equality and Health Impact Assessment Completed: Yes / No / Not Applicable <i>If "yes" please provide copy of the assessment. This will be linked to the report when published.</i>			



Charitable Funds Committee Work Plan 2021-22					
A -Approval D- discussion I - Information	Exec Lead	29-Jun	21-Sep	07-Dec	01-Mar
Agenda Item					
Standing Items					
Staff Lottery Bids Panel Report	RW/JB	I	I	I	I
Finance Monitoring Report	RW/CL	D	D	D	D
Staff Benefits Report	RW/JB	I	I	I	I
New Charitable Fund Applications	RW/JB	A	A	A	A
Feedback on approved successful CFC Bids	RW/JB	I	I	I	I
Health Charity Fundraising Report	RW/JB	D	D	D	D
Charitable Funds Strategy Review - fundraising - budgets - Priorities - spending Criteria - investment decisions	RW/JB		D		D
Health Charity Annual Report	RW/JB				A
Legacy Updates	RW/JB				D
Walk for Africa	RW/JB			D	
Food Sense Wales	RW/JB		D		
Change Account	RW/JB		D		
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
Appeals					
Breast Centre Appeal	RW/JB			D	
Prop Appeal	RW/JB	D			
Orchard Appeal	RW/JB				D
Better Life Appeal	RW/JB		D		
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

Saunders Nathan
03/10/2021 11:49:59

Report Title:	Draft Annual Report 2020/21 – Charitable Funds Committee					
Meeting:	Charitable Funds Committee			Meeting Date:	16/03/2021	
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 2021.

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

The Committee has achieved an overall attendance rate of 61% and has met on 6 occasions during the year.

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

The attached Annual Report 2020/21 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 2020/21 of the Charitable Funds Committee
- **RECOMMEND** the Annual Report to the Board 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

- | | | | |
|-------------------------------|--|--|--|
| 1. Reduce health inequalities | | 6. Have a planned care system where demand and capacity are in balance | |
|-------------------------------|--|--|--|

Saunders Nathan
03/10/2021 11:49:53

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
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Equality and Health Impact Assessment Completed:

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



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Annual Report of the Charitable Funds Committee 2020/21

Saunders, Nathan
03/10/2021 11:49:59

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 six Members comprising an Independent Member Chair, Independent Member Vice Chair a further Independent Member and three Executive Directors who are the Executive Nurse Director (Lead Executive), Executive Director of Workforce and OD and the Executive Director of Therapies and Health Science. . In addition to the Membership, the meetings are also attended by the Director of Corporate Governance, the Director of Communications, Arts & Health Charity and the Deputy Finance Director. 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 six times during the period 1 April 2020 to 31 March 2021, three of which were Special Meetings. This is in line with its Terms of Reference.

The Charitable Funds Committee achieved an attendance rate of **61%** (80% is considered to be an acceptable attendance rate) during the period 1st April 2020 to 31st March 2021 as set out below:

	23/06/2020	08/07/2020	01/09/2020	07/10/2020	03/11/2020	16/03/2021	Attendance
Akmal Hanuk (Chair)	✓	X	✓	✓	✓	✓	83%
John Union (Vice Chair)	X	X	✓	✓	X	✓	50%
Sara Moseley	X	✓	✓	X	X	✓	50%
Total	33%	33%	100%	67%	33%	100%	61%

4.0 Terms of Reference

The Terms of Reference are to be reviewed and approved by the Committee on the 16th March 2021 and are to be approved by the Board on 25th March 2021.

5.0 Work Undertaken

During the financial year 2020/21, the Charitable Funds Committee reviewed the following key items at its meetings:

23rd June 2020 – Special Meeting

- **Presentation on Charity activity during the COVID 19 period**

On the 23rd March 2020 the Health Charity stopped all routine business in relation to running events and fundraising.

Over £950,000.00 in donations had been received from the public in total since 23rd March 2020, the public had given generously to official NHS charities and NHS Charities together, where £143,500.00 had been received.

Three staff havens had been set up and the Health Charity had spent 60 days covering the havens distributing various wellbeing items.

The Health Charity received an increased presence on Social Media from the #spreadthelove campaign and had featured on 5 television news items.

- **Health Charity Donations / Gifts Received**

The Health Charity received a wide range of donations which totalled £952,657.06 and this sum included, but was not limited to:

- Website donations;
- JustGiving donations;
- NHS Charities Together;
- £500,000.00 from Gareth & Emma Bale;
- £20,000.00 from Aaron Ramsay;
- £20,000.00 from Stanley Thomas;
- £14,514.00 from local funeral directors.

The Health Charity expenditure up to June 2020 totalled £33,063.00, this included funding for iPads and tablets to help enable virtual visiting and family contact, scooters for staff at Ysbyty Calon Y Ddriag / Dragons Heart Hospital and staff wellbeing resources at the three staff havens.

8th July 2020 – Special Meeting

- **COVID-19 Income and Expenditure and Options and Process for Spend of Just Giving Fund, NHS Charities Together Fund and Gareth Bale Donation**

Saunders, Nathan
03/10/2021 11:49:59

It was agreed that the Health Charity and Communications team would advertise on social media platforms to encourage people to submit an expression of interest for bids, however no bids would be approved or agreed until after the Board of Trustee meeting. The Deputy Finance Director (DFD) advised that due to the current financial position of the Health Charity, the Board of Trustee needed to be aware, prior to any further commitments being made against the Make it Better Fund.

1st September 2020

- **Down To Earth Proposal**

The Orchard Fund was set up following CFC approval in September 2016 and was officially launched in October 2017. The fund does not receive a great deal of financial contribution and to date work had been carried out at minimal cost. The Orchard Committee had identified that more specialist support was now required. The Orchard fulfils objectives 1 and 3 of the Health Charity Strategy and contributes to health and wellbeing.

It was proposed that Down to Earth, a third sector organisation, be requested to provide resources for 15 hours per week, plus travel to progress the project.

The costs were confirmed as:

15 hours per week including travel time and expenses = £1,375 +VAT

6 months = £1,375 x 26 weeks = **£35,750 +VAT**

It was confirmed that advice had been sought from Procurement and that a Single Tender Action would be appropriate due to the amount and due to the organisation's work with Health Boards over the years and level of expertise.

The Committee were advised that the cost would come out of the Orchard Fund and then the team would look at how money could be raised to further support.

- **Health Charity Financial Position update**

A snapshot of the value of the Charity was provided following the first four months of the year.

A net income of £0.563m and market value gains on its investments of £0.352m for the period compared to the March 2020 valuation was reported.

The Committee was advised that a lot more general donations had been received and that there could be an additional £655k coming from the NHS Charities Association.

A gradual increase in investment performance had been seen with a market gain of £352k since the beginning of the year.

£264k had been committed to the Employee Wellbeing Service and there was a question of whether the Committee felt this could be funded by COVID donations to relieve the strain on general reserves.

The Committee were advised that the general reserves included gains on investments and that a second COVID peak could adversely impact on markets which could in turn negatively impact on the general reserves.

- **Benefits and Outcomes from Covid funds & Action Taken**

Donations from NHS Charities Together were outlined and it was advised that they should be spent on, “enhancing the well-being of NHS Staff, volunteers and patients impacted by COVID-19”. A number of suggestions were made on how the money could be spent within the stringent criteria to be applied.

The Committee were advised that a campaign had been launched to encourage bids and in response, around 40 bids had been received with the vast majority being between £500-£25k and none exceeding £25k.

Bids approved included: Engagement with the BAME community and traveller community; Black Lives Matter art project, Orchard at UHL and for equipment to distribute via specialist asylum seeker midwives.

It was confirmed that the Make It Better Panel was the same membership as the Staff Lottery Panel and had previously been approved.

The Make It Better Panel report to this Committee and the Board of Trustee.

- **Charitable Funds Strategy: Implementation Plan & Proposal outcomes**

The Committee was advised that the Strategy was approved by the Trustee. The strategic focus continued to be, “Going above and beyond NHS services for the benefit of patients, staff and communities.” It was acknowledged that the Charity had to shift focus in response to COVID.

The Committee was advised that the aim was to, through the quarterly fundraising report, assess achievement against objectives in relation to bids received and outcomes of benefit. In addition, the Business Unit provided updates in April and December so that the Committee could decide whether the Charity was focusing on the right things, see its performance and identify any gaps.

- **Self-Assessment of Committee Effectiveness**

The Committee noted the results of the Committee Effectiveness Review for 2020 and agreed that the action plan for improvement would be completed by March 2021.

7th October 2020 – Special Meeting.

- **Gareth Bale Fund – Setting Criteria for Proposals**

Cardiff and Vale Health Charity received a personal donation of £500,000 from Gareth and Emma Bale in April 2020. Mr and Mrs Bale expressed their wish for this donation to be spent specifically on the University Hospital of Wales and Covid -19 and requested feedback on how the funds will be utilised. The Committee met to discuss the criteria.

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3rd November 2020

- **Gareth Bale Fund – Proposals**

The Health Charity reviewed 11 bids put forward and **shortlisted** or **rejected** the bid in relation to the Gareth Bale Fund. Some rejected bids were considered to be utilised with other funds if deemed appropriate.

Bid 1 - £31,473 - Safer and Improved Ward Environments for Patients and Staff – UHW – **Rejected**

Bid 2 - £28,332 - Safer and Improved Ward Environments for Patients and Staff – UHL – **Rejected**

Bid 3 - £80,000 – COVID Memorial Garden Spaces at UHL, UHW, CRI, St David's and Barry Hospital - **Rejected**

Bid 4 - £298,453.08 - Conscious Inclusion - **Rejected**

Bid 5 - £300,000 – Proactive Wellbeing support for Staff and Managers - **Shortlisted**

Bid 6 - £43,595.02 - St David's Children Centre Environmental Improvements post Covid - **Rejected**

Bid 7 - £25,000 – Covid-19 Patient Experience Support Project - **Rejected**

Bid 8 - £45,000 – SSSU Changing Room Refurbishment - **Rejected**

Bid 9 – £31,237 - Recovery and Wellbeing College Senior Peer Trainer - **Rejected**

Bid 10 – £590,410 - Keeping Me Well and Recovery from COVID – **Shortlisted with revised bid of £164,000**

Bid 11 £100,000 – Provide a Staff Haven at University Hospital Wales - **Shortlisted**

Summary of Bids

2 out of the 11 bids (Bids 3 and 7) were supported by the Committee but the Bale Family funding would not be used and the bids would be looked at another time.

3 bids were approved for the Bale Family shortlist (Bids 5, 10 and 11). All 3 of those went forward to the Board of Trustee meeting.

It was highlighted to the Committee that in relation to the 3 shortlisted bids, the total cost would be approximately £564,000 and it would be good to see if the figure could be brought down to £500,000 so that the Bale Family could fully fund the 3 bids.

The Committee was advised that the bids would go to the Trustee meeting.

- **Art Programme Fund – Proposals**

Match funding of £59,494 had been agreed which was needed to secure funding from the Arts Council in Wales.

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The Arts Fund had Ring Fenced Monies at £70k per annum. £70k was agreed for one year and the Committee were asked to reconsider at a later date for years 2 and 3 – depending on the availability of funds.

The Committee was advised that there was flexibility in the “Make it Better” charitable fund to help support the Arts Programme and provisions could be made from that and dormant funds. It was advised that match funding was important in relation to the budget to develop the arts.

The Committee agreed that funding options should be explored in order for the Arts Programme to continue to benefit the wellbeing of patients, their families and staff.

- **Surgical Clinical Board Application for Endowment Fund Spend**

The Committee approved the spend of £35,646.00 from the Surgical CB Endowment Fund - CURE 9537 to purchase ultrasound equipment.

- **Health Charity Financial Position Update – period ended 30th September 2020**

A report was provided outlining the Health Charity Financial Position was brought and the Committee were advised by the Deputy Director of Finance that the position was strong and was ahead of the previous 2 years at the same point.

- **Benefits and Outcomes from COVID-19 Funds & Action Taken**

The Committee was advised that all money had been allocated except for £40,000 in the over £25,000 allocation.

The Committee was advised that they were eligible to bid for money from ‘NHS charities together’ but the criteria stated that transparency on spend would be required.

The online bid application process was stopped temporarily until new funds were secured.

- **Update of the Health Charity Partnership with the Change Account**

The Committee was advised that the Change Account had ceased operation and there was an ongoing investigation by the Financial Conduct Authority of a company used by Change Account.

The Committee was advised that the priority was to safeguard staff and information around Change Account had been removed from the UHB website.

It was agreed that a further review in six months would be undertaken of the position of the Change Account’s partnership agreement with the Health Charity.

16th March 2021 – To be written following meeting

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- Health Charity Financial Position Update
- Art Programmes Funding Review
- COVID monies income/expenditure
- Food Sense Wales – Update
- Legacies Update & next steps

- **Staff Benefits Group Update**

On three occasions the Committee were provided with a report which outlined the work undertaken by the Staff Benefits Group

Nathaniel Car Dealership - The Committee was advised that meetings between SBG representatives and Nathaniel's had resumed post-Covid cancellations and would be held monthly going forward.

Nathaniel's had supported CVUHB during Covid-19 with the loan of 12 vehicles for use by out of hour's services and covid test transportation across hospital sites. It was extended and was phased out gradually by December 2020.

A Memorandum of Understanding between Nathaniel's and the Health Charity was produced by Governance for consideration and agreement at the September meeting of the SBG. A secondary agreement was agreed by Nathaniel's and CVUHB in re: the temporary provision of vehicles and drivers to support CVUHB staff, in the event of adverse weather.

- **Staff Lottery Bid Panel Report**

On three occasions the Committee were provided a report from the Staff Lottery Bid Panel. 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.

- **Horatio's Garden**

The Committee were provided with a detailed report outlining a timeframe on Horatio's Garden and the total costs to date.

- **Committee Annual Report 2020/21**

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

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

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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.

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 2020/21 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

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Report Title:	HEALTH CHARITY ANNUAL REPORT 2019-2020					
Meeting:	Charitable Funds Committee			Meeting Date:	16.03.21	
Status:	For Discussion		For Assurance		For Approval	For Information ✓
Lead Executive:	Ruth Walker, Executive Nurse Director					
Report Author (Title):	Joanne Brandon, 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.

The Annual Report is provided to the Charitable Funds Committee for approval on an annual basis. A draft 2019 – 2020 annual report was submitted to the CFC in November 2020 and subsequently for review by the Charity Trustees. A revised version was submitted to the Auditor General for Wales and has received approval its content and financial statement.

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

I support the submission of the audited version of the 2019 – 2020 Annual Report of Cardiff & Vale Health Charity.

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

ASSURANCE is provided by:

- Fundraising performance during the report period
- Financial control procedures, expenditure guideline, governance framework and strategies are in place to ensure there are sufficient management controls of charitable funds. Internal Audit undertakes annual reviews to evaluate the adequacy of these procedures and controls, to ensure compliance and to provide reasonable assurance. 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.
- 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

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Recommendation:

The Charitable Funds Committee is asked to:

Receive for information the final version of the Cardiff & Vale Health Charity Annual Report 2019 - 2020 and approve for publication.

Shaping our Future Wellbeing Strategic Objectives

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

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

Five Ways of Working (Sustainable Development Principles) considered

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

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

Not Applicable

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

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Kind and caring
Caredig a gofudus

Respectful
Dangos parch

Trust and integrity
Ymddiriedaeth ac uniondeb

Personal responsibility
Cyfrifoldeb personol

**CARING FOR PEOPLE
KEEPING PEOPLE WELL**



**GIG
CYMRU
NHS
WALES**

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



GIG
CYMRU
NHS
WALES

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



Annual Report 2019-20



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

Contents

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

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

Introduction



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

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

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

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

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

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

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

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

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

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

Charles Janczewski
Chair of the Health Charity Trustees

Akmal Hanuk
Chair of the Charitable Funds Committee

Our year at a glance

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



Donations
£734,000



Legacies
£127,000



Investments
£199,000

Other trading activities



£245,000



£63,000



£37,906

Our Appeals



£12,569



£29,347



£114,731



101,883



1,692

new followers



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

£6,984

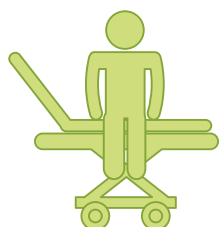


729

new followers

How we've spent your money

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



75%

**Patient education
and welfare**



22%

**Staff education
and welfare**



3%

**Research and
additional costs**

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Fundraising Highlights



April - June 2019



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

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

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

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



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

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



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

July - September 2019



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

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

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

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



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

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

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



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

October - December 2019



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

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

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

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



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

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



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

January - March 2020

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



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

Caring during Covid-19 #SpreadTheLove



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

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

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



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

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



Annual Accounts 2019-20

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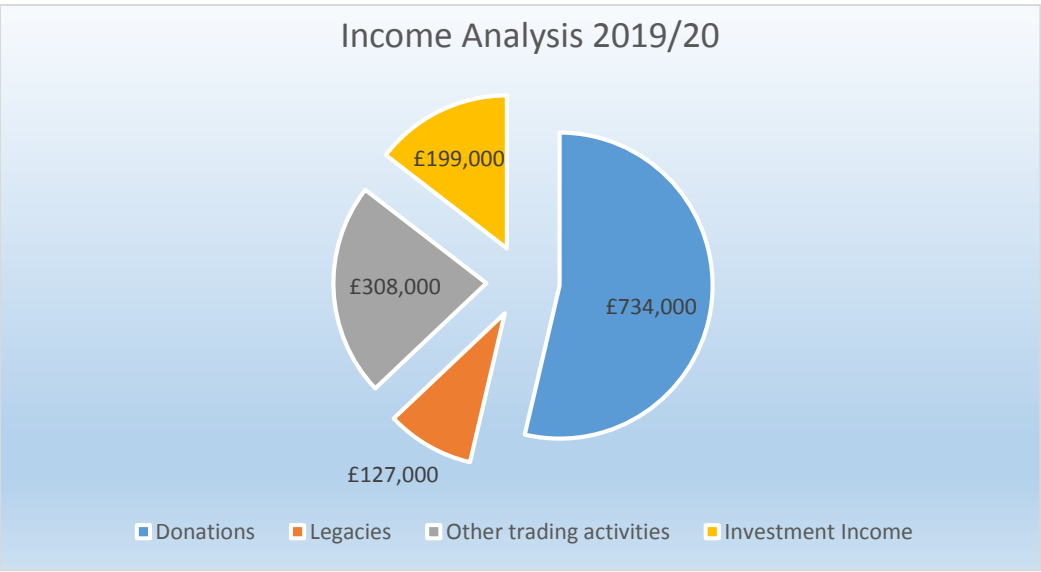
Financial Achievements and Performance

Income Summary

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

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

Income Analysis



Donations (53% - £0.734m)

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

Legacies (9% - £0.127m)

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

Other Trading Activities (23% - £0.308m)

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

Investment Income (15% - £0.199m)

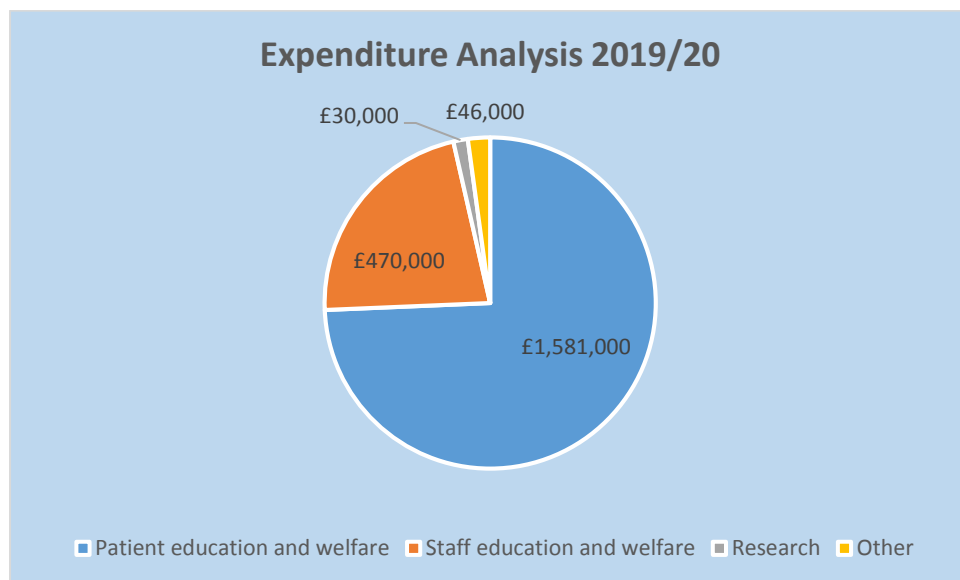
Dividends and Interest from the Charity’s Investment Portfolio was £0.199m)

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Expenditure Summary

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

Expenditure Analysis



Investments and Performance

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

Overall financial position

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

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Structure, Governance and Management

The Charity

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

Registration

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

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

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

Constitution

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

Independent Members

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

Officer Members

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

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Charitable Funds Committee

The Committee is empowered with the responsibility to:

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

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

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

Charitable Funds

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

We manage three types of funds:

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

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

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

The day to day administration of funds is undertaken by:

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

Investment Risk Management

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

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

Reserves Policy

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

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

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

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

Investment Contract Risk

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

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

Saunders, Nathan
03/10/2021 11:49:59

Financial Control Risk

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

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

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

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

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

Advisors

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

Saunders, Nathan
03/10/2021 11:49:59

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

Foreword

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

Statutory Background

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

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

Main Purpose of the Funds Held on Trust

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

Saunders, Nathan
03/10/2021 11:49:59

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

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

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

Saunders Nathan
03/10/2021 11:49:59

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

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

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

Saunders,Nathan
03/10/2021 11:49:59

Balance Sheet as at 31 March 2020

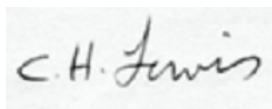
		Unrestricted funds	Restricted Income funds	Endowment funds	Total 31 March 2020	Total 31 March 2019
	Note	£000	£000	£000	£000	£000
Fixed assets:						
Tangible Assets	13			2,476	2,476	2,503
Investments	14	3,975	1,488	36	5,499	6,114
Total fixed assets		3,975	1,488	2,512	7,975	8,617
Current assets:				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

* See note 2 prior year restatement

Interim Director of Finance

Mr Christopher Lewis

Date: 26 January 2021



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

Saunders Nathan
03/10/2021 11:49:59

Statement of Cash Flows for the year ending 31 March 2020

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

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

Saunders, Nathan
03/10/2021 11:49:59

NOTES TO THE ACCOUNTS

1. Accounting policies

a) Basis of Preparation

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

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

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

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

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

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

- A restricted fund or
- An endowment fund

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

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

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

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

c) Incoming resources

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

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

d) Income resources from legacies

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

Receipt is probable when:

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

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

e) Income resources from endowment funds

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

f) Resources expended and irrecoverable VAT

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

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

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

A constructive obligation arises when:

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

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

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

g) Allocation of support costs

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

h) Fundraising costs

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

i) Charitable Activities

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

j) Debtors

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

k) Cash and cash equivalents

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

l) Creditors

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

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

m) Realised gains and losses

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

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

n) Fixed Assets

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

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

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

Saunders,Nathan
03/10/2021 11:49:59

Depreciation

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

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

2. Prior Year Restatement

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

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

3. Related party transactions

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

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

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

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

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

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

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

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

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

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

4. Income from donations and legacies

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

5. Other trading activities

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

6. Gross investment income

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

7. Analysis of expenditure on raising funds

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

Saunders, Nathan
03/10/2021 11:49:59

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

8. Analysis of charitable activity

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

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

9 Grants

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

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

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

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

The table below provides the details of the grant payments.

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

Saunders, Nathan
03/10/2021 11:49:59

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

10. Allocation of support costs

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

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

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

11. Trustees' remuneration, benefits and expenses

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

12. Auditor's remuneration

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

Saunders, Nathan
03/10/2021 11:49:59

13. Tangible fixed assets

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

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

Saunders, Nathan
03/10/2021 11:49:59

14.Fixed asset investments

Movement in fixed assets investments

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

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

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

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

Saunders,Nathan
03/10/2021 11:49:59

15. Analysis of current debtors

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

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

16. Cash at bank and in hand

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

17. Analysis of liabilities

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

Saunders,Nathan
03/10/2021 11:49:59

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

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

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

19. Role of volunteers

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

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

Saunders, Nathan
03/10/2021 11:49:59

20. Analysis of Funds

a. Analysis of endowment funds

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

b. Analysis of restricted material fund movements

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

See Note 2 prior year restatement

c. Analysis of unrestricted and material designated fund movements

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

See Note 2 prior year restatement

d. Revaluation Reserve

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

Saunders,Nathan
03/10/2021 11:49:59

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

Additional Notes

21. Commitments

2019/20

£000

The funds have the following commitments:

Charitable projects

Total

930

Name of commitment

£000

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

500

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

125

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

20

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

155

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

130

930

Commitments are funded from the Charity's Unrestricted Funds

22. Donated Assets

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

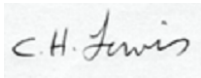
23. Post Balance Sheet Events

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

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

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

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



.....26 January.....2021

.....On behalf of Financial Trustee

Saunders, Nathan
03/10/2021 11:49:59

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

STATEMENT OF TRUSTEE RESPONSIBILITIES

IN RESPECT OF THE ACCOUNTS

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

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

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

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

By order of the trustee

Signed:



Trustee Dated 26 January 2021

Saunders, Nathan
03/10/2021 11:49:59

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

Report on the audit of the financial statements

Opinion

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

In my opinion the financial statements:

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

Basis for opinion

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

Emphasis of Matter

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

Conclusions relating to going concern

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

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

Report on other requirements

Other information

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

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

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

Matters on which I report by exception

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

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

Responsibilities

Responsibilities of the trustee for the financial statements

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

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

Auditor's responsibilities for the audit of the financial statements

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

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

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



Adrian Crompton
Auditor General for Wales
29 January 2021

24 Cathedral Road
Cardiff
CF11 9LJ

Saunders Nathan
03/10/2021 11:49:59

Report Title:	HEALTH CHARITY FUNDRAISING REPORT – March '21					
Meeting:	Charitable Funds Committee				Meeting Date:	16.03.21
Status:	For Discussion		For Assurance		For Approval	For Information ✓
Lead Executive:	Ruth Walker, Executive Nurse Director					
Report Author (Title):	Joanne Brandon, Director of Communications, Arts, Health Charity and Engagement					
Background and current situation:						
<p>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.</p> <p>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.</p> <p>A Fundraising report is provided to the Charitable Funds Committee on a quarterly basis. This report covers the progress and activities of the Health Charity Appeals for the period 1st October 2020 - 31st January 2021.</p>						
Executive Director Opinion /Key Issues to bring to the attention of the Board/ Committee:						
The Committee is asked to review the Fundraising Report.						
Assessment and Risk Implications (Safety, Financial, Legal, Reputational etc.)						
Attached documents:- Fundraising Report						
ASSURANCE is provided by:						
<ul style="list-style-type: none"> • 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:						
NOTE the progress and activities of the Health Charity as advised.						

Saunders Nathan
03/10/2021 11:49:53

Shaping our Future Wellbeing Strategic Objectives

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

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

Five Ways of Working (Sustainable Development Principles) considered

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

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

Not Applicable

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

Saunders, Nathan
03/10/2021 11:49:53



CARDIFF & VALE HEALTH CHARITY FUNDRAISING REPORT – MARCH 2021

STAFF LOTTERY

The Staff Lottery SuperMegaDraw took place on Friday 27th November in the Health Charity Office in Woodland House. Scott Quinnell, Welsh former rugby union and rugby league player facilitated the draws, creating four £1,000 winners and our first lucky £20,000 winner. The winner was Anna Jones, a midwife working in the community.

During its promotion (on social media, in CEO Connects, Staff Connects and the website and intranet) and in the run up to the SuperMegaDraw, allocated numbers grew by an additional 1,080. In October alone (the last month of eligibility for inclusion in the SuperMegaDraw) 349 new members were registered and 576 new numbers purchased, equating to **£2,522 new monthly income** to the Staff Lottery. Therefore over the course of one year, this increase in new members alone funded the first £20,000 SuperMegaDraw prize.

FUNDRAISING APPEALS



Prop Appeal

Team Rudolph, virtual challenge to the North Pole

As Christmas 2020 was the last one at Rookwood Hospital before services relocate to Llandough Hospital, staff decided it would be good to end the year with something positive and to improve their well-being, by hopefully getting fitter for Christmas.

The multidisciplinary team of therapists, nurses and doctors plus supporters of the appeal, including some fabulous fundraising volunteers raised a fantastic £2,263 by completing 2,669 miles (the distance from Rookwood Hospital to the North Pole). Activities included cycling, running, swimming and walking.

The team started their challenge on Friday 20th November and completed the distance on 20th December.



As of 26th January 2021, long time Breast Centre Appeal supporter Irene Hicks' fundraising total has reached £162,000. The Health Charity continues to stay in regular contact with Irene and support her where needed.

In October 2020 the Breast Centre Appeal ran its first 'Virtual Balloon Race', which supporters had signed up to throughout Breast Cancer Awareness Month. Total income generated through this event was £678. The event was extremely popular therefore an Easter Virtual Balloon Race has been arranged in April 2021.

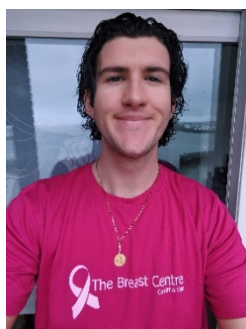


Also during October, Breast Centre Supporter Nikki Lacey ran 47km to celebrate her 47th Birthday, and to mark the 10 year anniversary of her breast cancer diagnosis. Nikki wanted to thank the Breast Centre team for the wonderful care she received, and raised just over £2000 for the Breast Centre Appeal.

Victoria Collins, Senior Physiotherapist for the Breast Centre was nominated for and won the 'Health Charity Star of the Year' Award during the 2020 Staff Recognition Awards. This was one of three awards won by this fabulous lady who is a regular fundraiser and Ambassador of the Breast Centre

Appeal.

2020 was the 10th Anniversary of the Breast Centre Appeal – celebrations were put on hold due to the Covid 19 Pandemic, however the Health Charity anticipates being able to celebrate the event during the Pink Tie Gala Ball in November 2021.



Throughout January 2021, James Joseph set himself a challenge to run up Custom House Hill in Penarth until he reached the equivalent height of Mount Everest (29,029ft). James posted daily updates of his challenge on social media and raised just over £1000 for the Breast Centre Appeal in the process, all with the aim of thanking the Breast Centre team for the fabulous care provided to his mum last year.

We continue to regularly engage with our fundraisers and update our social media pages with Health Charity and Breast Centre Appeal fundraising stories, inspirational stories, virtual events and Health Board information.

Saunders Nathan
03/10/2021 11:49:53



THE BETTER LIFE APPEAL

Rhys Goodfellow, a patient at the Adult Cystic Fibrosis Centre for Wales is currently organising a mass participation event over the next three months to raise money for the Better Life Appeal

Our young fundraiser Ellie Lewis who is 11 years old has set herself a new challenge for 2021, to walk 870 miles in 12 months, which is the equivalent of walking the full Wales Coastal Path. T Shirts and Hoodies are also being produced by Ellie's family to sell and encourage her community to get involved in the challenge.

Following discussion at the CFC Meeting held on 01.09.20 regarding the proposal to reduce this Appeal to a Fund, this has subsequently been discussed by the Better Life Appeal committee with an in principle agreement reached. The Health Charity awaits a mutually convenient time to meet with the Chair of the Appeal to finalise these details.

Our Orchard 🍃 Ein Berllan

The Health Charity has submitted several applications for grants and funding awards to support the ongoing costs of the provision of Our Orchard at Llandough Hospital site.

1. A full application for a financial grant from Enabling Natural Resources and Wellbeing (ENRaW) worth £500,000 was submitted in December 2020 and the Health Charity awaits feedback on this.
2. A successful application for a financial grant was submitted to the Active Inclusion Fund, awarding the Orchard Project £140,000 which will assist with the ongoing revenue costs of the project.
3. An application to the Community Facilities Programme for £250,000 has been submitted and awaiting feedback.
4. An application to NHS Charities Together for £51,000 has been submitted to cover planning fees and other costs associated with the building of a community multi-use facility on the Orchard site. This includes the cost for a dedicated fixed term (18 months) project manager role to work solely on the Orchard project and link in with our local communities.

The stakeholder consultation for this project plus the site development took place in November, to which 180 people responded. Responses were received from staff, patients and the public who provided their ideas and suggestions on how they would like to see the Orchard developed and used in the future. This exercise has proved to be a valuable engagement tool and has assisted greatly in involving the local community and staff and service users.

An online Pet Show event took place during December which raised £75.00 for Our Orchard.

Gift in Wills (Legacy) Donations

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

Local news outlets, 'Barry & District News' and the 'Penarth Times' have provided free advertising to promote our Legacy literature to the public and we continue to research ways of increasing awareness of this particular area of fundraising within the Health Charity itself and via the Arts Programme.

Communications Update

During the period, social media followers have increased by 696. Facebook gained 439 followers and Twitter gained 257 followers. The team continue to create animations, graphics and news stories and publicise the Health Charity activities and events on social media.

The Health Charity and Arts Team's both produced their first Christmas Newsletters in December which were shared on social media and with stakeholders via email. There were many positive comments and feedback about the content and the Christmas shop section which encouraged individuals to purchase a gift with meaning over the festive period.

The new website is proving increasingly popular as a way to make donations to the Health Charity with £4,313.00 received during this period.

The team have also made changes to their working practices to ensure the Welsh language is incorporated into social media by ensuring all posts are bilingual.

We look to become fully bilingual with the additional of specific Welsh language social media accounts for the Health Charity on Facebook and Twitter in the near future.

Saunders,Nathan
03/10/2021 11:49:53

Report Title:	CFC 4.3 - Reporting Feedback on successful CFC bids					
Meeting:	Charitable Funds Committee				Meeting Date:	16.03.21
Status:	For Discussion		For Assurance	×	For Approval	For Information
Lead Executive:	Ruth Walker, Executive Nurse Director					
Report Author (Title):	Joanne Brandon, Director of Communication, Arts, Health Charity and Engagement					

Background and current situation:

The Board of Trustees of Cardiff & Vale Health Charity have delegated responsibility to the Charitable Funds Committee for consideration and approval of bids for charitable funds, up to a maximum of £125,000.

The Charitable Funds Committee is being asked to support a number of projects across Cardiff and the Vale of Glamorgan. The CFC considered and approved a variety of project bids in November 2020, which were endorsed by the Board of Trustees as follows:

Service	Project	Approved bid
Employee Health and Wellbeing	Provision of a Staff Haven at Lakeside Wing, University Hospital Wales	£52,000
Therapy /Comms Services	COVID Rehabilitation: Keeping Me Well and Recovery from COVID	£164,000
Employee Health and Wellbeing	Proactive Wellbeing support for Staff and Managers	£282,000

Project leads have been notified and are required to provide an evaluation report outlining the project outcomes, any lessons learned and the impact of the project on its intended recipients within six months of the bid approval.

Evaluation Reports received to date:

Project: Staff Haven at University Hospital Wales **Amount:** £54,000

Fund: Bale Fund Covid monies

Funding was approved to provide a dedicated staff haven within the newly completed Lakeside Wing at UHW. The purpose of the staff haven is to provide an area of relaxation and solace for all staff based on the UHW site.

The services of Grosvenor Interiors, Poppi Furniture, Nathan Wyburn; artist and the National Museum of Wales were procured to assist in the provision of a calm, relaxing space for staff.) which was opened on 1st February 2021- see attached photo images (Appendix 1) and video - https://www.youtube.com/watch?v=Cf_UDxOVUK4

UHB staff were encouraged to engage with the project by completing a survey to choose the

theme for the art at the staff haven. The topic of 'nature' was a clear winner and the National Museum of Wales has worked with the Health Boards Arts Programme to provide images that can be utilised to improve the milieu within the environment.

The pandemic has already had a significant physical, mental and psychological impact on our staff and this will continue for some time to come. Many individuals are tired and in need of rest and respite. Evidence tells us that those in caring roles often wait until they are very unwell before raising their hand, so we must all encourage each other to seek help as soon as it is needed. Leaders and employers need to continue encouraging and supporting staff to stay well at work and deliver this message consistently across teams, organisations and sectors.

It is vitally important that both during this current COVID pandemic and in other times of challenges that our staff have access to a room within their estate which provides an environment in which to retreat to and decompress as required during their shift. The staff haven will be somewhere for any employee to time out and access to rest and reflect. Individuals choose to do this in different ways and therefore the staff haven area will be multifunctional (without being overly cluttered) and well publicised, so that staff are informed of this provision if should wish to engage.

The expected outcomes include raising awareness of staff wellbeing and resilience, providing information, advice and intervention that would work within the Health Boards staff wellbeing strategy and influenced by expertise from the Employee Wellbeing Service, Occupational Health Service and the feedback from our staff.

The staff haven will assist the Health Board to meet its responsibilities in relation to staff wellbeing.

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

The Health Charity aims to provide assurance regarding the approved bids by providing a report on how the money has been spent and the impact/improvement from each project.

The Committee is asked to accept this interim report with assurance of a full report at the June 2021 meeting when the staff haven project is completed.

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

ASSURANCE is provided by:

- Robust governance arrangements, including completion of reports and monitoring of projects between the Health Charity Lead and Corporate Governance Department.
- Reporting mechanism within UHB Wellbeing Strategy Group
- Compliance with procurement procedures and standing financial instructions
- Staff engagement and inclusion
- Effective partnership working

Recommendation:

The Committee is asked to accept this interim report with assurance of a full evaluation report at the June 2021 meeting of the three supported projects.

Shaping our Future Wellbeing Strategic Objectives

This report should relate to at least one of the UHB's objectives, so please tick the box of the

relevant objective(s) for this report									
1. Reduce health inequalities		6. Have a planned care system where demand and capacity are in balance							
2. Deliver outcomes that matter to people		7. Be a great place to work and learn							
3. All take responsibility for improving our health and wellbeing		8. Work better together with partners to deliver care and support across care sectors, making best use of our people and technology							
4. Offer services that deliver the population health our citizens are entitled to expect		9. Reduce harm, waste and variation sustainably making best use of the resources available to us							
5. Have an unplanned (emergency) care system that provides the right care, in the right place, first time		10. Excel at teaching, research, innovation and improvement and provide an environment where innovation thrives							
Five Ways of Working (Sustainable Development Principles) considered <i>Please tick as relevant, click here for more information</i>									
Prevention		Long term		Integration		Collaboration		Involvement	
Equality and Health Impact Assessment Completed:		Yes / No / Not Applicable <i>If "yes" please provide copy of the assessment. This will be linked to the report when published.</i>							





Report Title:	Health Charity Website bilingual costs				
Meeting:	Charitable Funds Committee			Meeting Date:	21 st March 2021
Status:	For Discussion		For Assurance	For Approval	For Information x
Lead Executive:	Ruth Walker, Executive Nurse Director				
Report Author (Title):	Joanne Brandon, Director of Communication, Arts, Health Charity and Engagement				

Background and current situation:

Cardiff & Vale Health Charity launched its new website in February 2019 which remains under continual development as it adapts to its users' needs and the requirement to change and update its content, in line with new events, news stories and updates to appeals.

Under the Welsh Language Standards the Health Charity is required to publish all of its content bilingually and to ensure that its donors, fundraisers and supporters are not treated less favourably than those who choose to communicate in English, however the website is currently only available in the English language.

The Health Charity has made a concerted effort to produce all events information and social media posts bilingually using the UHB's newly formed Welsh Translation Team, however it is unable to fully meet the additional demands including the website translation.

The Health Charity Team does not currently have the translation skills and/or operational capacity to carry out the required work in replicating and translating the English website into the Welsh language.

Proposal

The Health Charity requires the services of a contractor to undertake the initial translation of the Welsh website. This requirement is for the translation and publication of existing webpage content.

Under the direction of the Health Charity's Senior Digital Communications Officer, the translator will be required to work within the content management system to maintain the website, input the translation and publish Welsh Language webpages, ensuring that content and functionality of pages is like-for-like with the English language counterpart.

The Senior Digital Communications Officer will provide all necessary training and support for completing and publishing the translation within the system and within a specified timescale.

The current (English) website has been developed and is currently maintained by Celf Creative and in line with procurement guidance, we have approached this supplier to provide a quote to carry out the Welsh translation work required. Estimates for the initial translation work are approx. £15k and we currently await a firm quotation for this.

However we anticipate that this and the ongoing costs for welsh translation services will be between

£15 - £20k and the CFC is asked to approve the proposal of £20k funding for this essential work, to be funded from **Trust Fundraising Costs – Fund 9682**, which is currently utilised by the Health Charity for operational requirements (including the current English website).

On completion of the welsh translation exercise, the Heath Charity will ensure that new and future content, including news stories, social media posts and external publications are translated by the UHB’s Welsh Language Team (where available) and Cardiff Council, who are the contracted external service provider to the Health Board .

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

I support this proposal as the Health Charity website needs to be translated into Welsh and become fully operational as soon as possible to maintain compliance with Welsh Language Standards.

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

- Non-compliance with the Welsh Language Standards could incur penalties from the Welsh Language Commissioner’s Office and could also cause reputational damage to the Health Charity and Health Board.
- The Health Charity Team does not currently have the Welsh Language skills and operational capacity to carry out the required work to the English website. It is estimated that it would take around six months to complete the required work with an individual continually working on it.

Recommendation:

The Director of the Communications, Arts, Health Charity and Engagement Team advises the Charitable Funds Committee of this essential procurement spend in line with the scheme of delegation for funding approval and requests that it is funded from Trust Fundraising Costs - Fund 9682, which is currently utilised by the Health Charity for operational requirements (including the current website).

It is recommended that the DoCAHCE manages this allocated Fund in line with her authorised budget within the Health Charity’s existing delegated scheme of financial approvals, in order to deliver this operational requirement within a swift and efficient timescale.

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 <i>If “yes” please provide copy of the assessment. This will be linked to the report when published.</i>							

Kind and caring
Caredig a gofu

Respectful
Dangos parch

Trust and integrity
Ymddiriedaeth ac uniondeb

Personal responsibility
Cyfrifoldeb personol

Report Title:	Item 4.5 - STAFF LOTTERY BIDS PANEL REPORT					
Meeting:	Charitable Funds Committee				Meeting Date:	21.03.2021
Status:	For Discussion		For Assurance	✓	For Approval	For Information
Lead Executive:	Ruth Walker, Executive Nurse Director					
Report Author (Title):	Mike Jones – Chair of Staff Lottery Bids Panel (Delegated from CFC)					

Background and current situation:

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

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

The Staff Lottery Panel Meeting was last held in November 2020. The next scheduled meeting is 19th March 2021. The attached paper is the list of all approved bids from 1st April 2020.

The Health Charity is pleased to report that the Staff Lottery Scheme income continues to grow month on month. Currently there are 5403 lottery numbers allocated, the highest level since the start of the scheme. The Staff Lottery SuperMegaDraw took place on Friday 27th November '20 in the Health Charity Office in Woodland House. Scott Quinnell, Welsh former rugby union and rugby league player facilitated the MegaDraw, creating four £1,000 winners and our first £20,000 winner: Anna Jones, a community midwife.

During the promotion and run up to the SuperMegaDraw, allocated numbers grew by an additional 1,080. In October (the last month of eligibility for inclusion in the SuperMegaDraw) 349 new members signed up and 576 new numbers were purchased, equating to **£2,522** in additional monthly income to the Staff Lottery. Therefore over the course of one year, this increase alone funded the first £20,000 SuperMegaDraw prize.

As a result of this success, the Head of Arts and Health Charity proposed to the Staff Lottery Bids Panel that in 2021, the Health Charity should host two special draws. The first to take place in Summer to award one lucky winner with £5,000 and another in the winter period awarding another lucky winner with £21,000 to commemorate 2021. The Panel were in agreement and approved this proposal.

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

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

The CFC is asked to consider and discuss the following:-

Mike Jones, Chair of the Staff Lottery Bids Panel recently informed the Panel of his successful appointment as the Independent Member for Trade Unions to the Board of CVUHB, with effect from 1 March 2021. Mike Jones advised members he would be stepping down from the role of

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09/10/2021 11:49:59

Chair of the Staff Lottery Panel on 28 February 2021. A process to appoint a new Chair is therefore required and the CFC is asked to provide the Bids Panel with a steer on this. Our recommendation would be to write to three individuals and invite expressions of interest in the role which could then be voted on by the panel.

Recommendation:

- To acknowledge the content of the report and endorse the proposed £5,000 and £21,000 lottery megadraws for 2021
- Provide the Staff Lottery with a steer in relation to the reappointment of a Chair for the Staff Lottery Bids Panel

Shaping our Future Wellbeing Strategic Objectives

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

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

Five Ways of Working (Sustainable Development Principles) considered

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

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

No

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03/10/2021 11:49:59

Staff Lottery Bids Panel Approved Bids April 2020 (↑ £10k)						
	No	Applicant's Name	Service	Description	Amount £	Decision
Jul'20	BP659	Dean Mansfield	Physiotherapy Outpatients	Patient education and gym equipment	£852	Approved
	BP660	Catherine Marshall	Physiotherapy UHL	Improving staff kitchen and rest environment	£5,820	Approved
	BP661	Katie Simpson	Children and Adolescent Mental Health Service Area St David's Childrens Centre	Redecoration works and installation of window film to door vision panels of the CAMHS area of the centre	£8,759	Approved
Nov-20	BP662	Lara Jones	Occupational Therapy	3 Tier staff lockers	£392	Approved
	BP663	Hannah Morland-Jones	Recovery & Wellbeing College	Tutors to co-produce and deliver mental health & wellbeing courses for staff, carers and service users	£4,240	Approved
	BP664	Jonathan Lee	Adult Cystic Fibrosis Centre	Secure staff bicycle compound-Llandough Hospital	£10,000	Approved
	BP665	Hannah Morland-Jones	Recovery & Wellbeing College	Singing Strategies for Wellbeing Singer and 14 Hours Peer Training	£1,237	Approved
	BP666	Terrie Waites	Workforce & Organisational Development	Mask exempt identification lanyards for staff	£663	Approved
	BP667	Josephine O'Reilly	Children's Physiotherapy St David's Hospital	Patient activity items, iPad virtual therapy blocks	£670	Approved

Saunders, Nathan
03/10/2021 11:49:59

	BP668	Jane James	Phlebotomy - Barry Hospital	Convert old pharmacy to fully functional phlebotomy room	£10,000	Approved
	BP669	Karen Kitschker	Cardiff Community Resource Team	External cabinets for donated defibrillators	£464	Approved
	BP670	Carina Almeida	Inpatient Occupational Therapy	Sensory therapy equipment and furniture to enhance and reinforce a holistic approach to dementia care	3703	Approved
	BP671	Kath Daniel	Ophthalmology Outpatients	Patient pagers	£2,935	Approved
	BP672	Simone Joslyn	Communications, Arts, Health Charity & Engagement	Sponsorship of Vaguely Artistic Christmas Single	£5,000	Approved
					£54,735	

Successful projects:

Sensory Therapy Equipment and Furniture to Enhance and Reinforce a Holistic Approach to Dementia Care

The Department for Mental Health Services for Older People (MHSOP) works across five inpatient wards both organic and functional. The majority of inpatients have had a diagnosis of Dementia and are at different stages of the condition. Carina De Almeida,



an Occupational Therapy Technician working within the MHSOP Department said “As a department, we understand that patient-centred care is at the forefront of what we do. We have also found that a sensory approach has been invaluable with patients in the latter stages of Dementia”.

“Sensory Therapy can help improve cognition and daily function, build confidence to participate socially, increase concentration and aid in communication skills. These are all areas of life that can be negatively impacted by the challenges of dementia, so sensory, mental and physical stimulation along with

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reminiscence therapy can be an excellent way to help patients with Dementia regain some independence and control”.

Installing a Secure Staff Bicycle Compound at UHL

The current cycle storage facilities at the University Hospital Llandough are no longer fit for purpose and are both uncovered and insecure. As increasing numbers of staff are using bicycles to commute to work, the Cystic Fibrosis unit based at the hospital and a number of other departments have noted their interest in improving these facilities.

Providing an improved storage facility for bikes ensures that the bikes remain safe and secure during work hours and encourages active and sustainable travel. This reduces parking issues and air emissions whilst also improving staff physical and mental health and wellbeing. The additions would therefore work in line with the with Wellbeing of Future Generations Act’s goals of creating a more ‘Resilient, Healthier and Globally Responsive Wales’

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03/10/2021 11:49:59

Small Bids Panel (Fast Track) Approved Bids 2019 (↑£250)						
	No	Applicant's Name	Service	Description	Amount £	Decision
Jul-20	SBP138	Sue Tapper	MHSOP- UHL	VR Headset	£189	Approved
	SBP139	Victoria Hughes	Designed to Smile Treforest	Kitchen White Goods & Crockery Staff Rest Room	£243	Approved
	SBP140	John Smith	Facilities	Welsh Plum Slate - Barry Courtyards	£232	Approved
	SBP141	Alison Carpenter	Maple Ward Hafan Y Coed	Activity Booster-Table Tennis Table	£231	Approved
Nov-20	SBP142	Rhian Grapes	CAVOC	Fridge Freezer	£199	Approved
	SBP143	Rebecca Aylward	Medicine Clinical Board	Staff Recognition Awards, including flowers and buffet	£250	Approved
	SBP144	Jane Murphy	Medicine Clinical Board	Staff Recognition 11 Awards/Trophies,	£250	Approved
	SBP145	Lea England	Rhydlafer Unit, St David's	Replacement Fridge Freezer	£250	Approved
	SBP146	Rhian Grapes	West 1 UHL	Replacement, Microwave, Toaster, Kettle	£160	Approved
	SBP147	Jayne Finch	MHSOP	Cognitive Therapy Activities	£218	Approved
	SBP148	Radomir Matanovic	MHSOP	Record player and wireless speaker therapy interventions	£188	Approved
	SBP149	Sandra Dredge	Community Child Health	Fridge Freezer	£230	Approved
	SBP150	Jay Coakley	Young Onset Dementia Service	Stay Active at St Barrucs	£202	Approved
	SBP151	Carolyn Alport	Gynaecology	8 Patient Radios	£240	Approved
	SBP152	Nicki Elsworth	The Children's Centre	Nursing Staff Polo Tops	£250	Approved
	SBP153	Gail Prosser	C7 UHW	Fridge Freezer	£250	Approved
	SBP154	Georgina Williams	Occupational Therapy Rookwood Neuro Team	Prolonged Disorder of Consciousness Training	£250	Approved

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03/10/2021 11:49:59

	SBP155	Jessica Clark	Ash ward Neuropsychiatry Hafan Y Coed	Fridge -Patient focus group	£120	Approved
	SBP156	Melissa Rossiter	Polytrauma Unit	Stimulation Communication Items	£250	Approved
	SBP157	Suzanne Hardacre	Maternity	Basic maternity clothing for vulnerable mothers	£250	Approved
					£4,452	

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STAFF LOTTERY BIDS PANEL TERMS OF REFERENCE

BACKGROUND

The Staff Lottery Bids Panel has delegated authority to consider and approve funding applications from monies held in the Staff Lottery fund.

The panel will meet quarterly. Dates of the panel meetings will be published on the UHB's intranet site together with the process for submitting applications.

CRITERIA FOR EVALUATION

In determining whether a bid should be approved, the following guiding principles must be considered by the panel:-

- Does the expenditure meet charitable purposes to 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 compared to alternative expenditure proposals
- Does it support the requirement to spend 50% of monies on staff related matters
- Does it support a reasonable distribution across the Health Board.

RESPONSIBILITIES

- The purpose of the panel is to consider applications from Clinical Boards and other departments for funding of non-recurrent bids up to a maximum of £10,000 against the agreed criteria.
- Prepare reports to the Charitable Funds Committee regarding the outcome of the meeting and subsequent approval.

Monitor the balance of monies held within the fund ensuring it is updated to reflect the actual cost of goods compared to estimate.

- To ensure that all expenditure (where appropriate) is ordered through the Procurement process to the maximum value of the approved expenditure.

MEMBERSHIP

Representatives are drawn from nominations provided by:

- Clinical Boards (x 8)
- Governance
- Public Health
- Finance
- Fundraising
- Planning
- Patient Experience
- Staff representatives (x2)
- Communications and Engagement
- Health & Wellbeing

Clinical Boards and corporate department are encouraged to identify nominees from operational as well as management backgrounds.

Expressions of Interest for Chair and Vice Chair will be sought from members and approved by the Charitable Funds Committee. Appointments will be for a period of two years. The Chair will be expected to attend the Charitable Funds Committee once a year to report on the activities of the panel.

The panel will need to have a minimum of 6 members at the meeting (including Chair or Vice Chair; 2 representatives from Clinical Boards and 1 staff representative) to be quorate.

SMALL BIDS PROCESS- FAST TRACK APPROVAL SCHEME

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. Applications are submitted electronically for consideration to the Chair, Vice Chair and Assistant Director of Finance on an ad-hoc basis.

SECRETARIAT

The Fundraising Department will be responsible for providing secretarial support to the Panel. This will include the maintenance of the constitution of the membership, the circulation of agenda and minutes and notification of meetings.

FREQUENCY OF MEETING

The Panel will meet three times during the financial year. However, this is dependent on the availability of funds. One meeting will be used as a "Timeout" session.

Each meeting will take place four months apart and each will consider bids on a priority basis.

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03/10/2021 11:49:59

Report Title:	Food Sense Wales Fund – update report					
Meeting:	Charitable Funds Committee			Meeting Date:	March 2021	
Status:	For Discussion		For Assurance		For Approval	
					For Information	x
Lead Executive:	Fiona Jenkins, Executive Director of Therapies, CVUHB					
Report Author (Title):	Katie Palmer, Programme Manager, FSW					

Food Sense Wales:

Co-creating a food system for Wales that's good for people and the planet

The focus of our activity over the last six months has been developing the Food Sense Wales Team and consolidating our work to date. Bron Davies has joined us as Project Officer and Sian-Elin Davies as Communications and Engagement Manager bringing us up to a team of five. We are in the process of developing our ways of working as a team, developing the Food Sense Wales brand and are in the final stages of producing an impact report which tracks our journey from creation of the fund in 2018 through to Jan 2021. A draft copy of this report is included with this paper. We will produce annual reports from here on in.

A few highlights since August:

- Food Cardiff has secured £192,200 in 2020 from 7 different funding streams. This funding will continue to be invested during 2021 and beyond in the partnership, project activities and sustainable food research and infrastructure in Cardiff. Examples include Food Cardiff's Food and Poverty group [received £17,000 to support children and families](#) at risk of food insecurity during the coronavirus pandemic and £93,000 to develop the Edible Cardiff network over 3 years.
- On 15th February **Food Cardiff** will launch its consultation process for its 3-year strategy informed by findings and discussions originating from a recent People's Assembly event. Further details [in this 2 minute video](#).
- We have received good [media](#) coverage as part of our advocacy work with Food Policy Alliance Cymru, specifically around our call to increase horticulture production in Wales.
- Food Sense Wales is supporting the development of the Sustainable Food Places approach in Wales, building on the work of Food Cardiff and Food Vale. Monmouthshire, Powys, Rhodda Cynon Taf and Blaenau Gwent have all received grants to support their work to develop a food partnership and programme to create a healthier, more sustainable, prosperous and equitable food system. Our ambition to have a Sustainable Food Partnership in every Local Authority in Wales has been recognised by the Green Recovery Taskforce and we will seek to integrate the approach into Local Public Health Delivery plans as seen in Cardiff and Vale UHB with Move More Eat Well.

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

The ambition for Food Sense Wales to have a Sustainable Food Partnership in every Local Authority in Wales has become even more important during the experiences of the pandemic. The consolation of the team during recent months has given the project more resilience to deliver its vitally important functions which fits well with the values and aims of our health Charity. The team should be commended for their commitment and drive to reduce inequality and the important part that affordable food and good nutrition makes to people's lives. The

project is making a real difference to our population.

Assessment and Risk Implications (Safety, Financial, Legal, Reputational etc:)	
None to report	

- Meeting took place in August 2020 with Aaron Fowler to discuss Governance of the fund moving forward. No major issues were identified and it was agreed to keep Aaron updated with any major developments.

- commendation:**

- The Committee accept this paper as a report on activity for the past 6 months
- The committee consider 12 month annual reports (March) in future
- The Committee notes the forecast for a healthy end of year financial position (see 2020/21 budget below)

- | | | | | | | |
|------------------|---|--|--|--|--|--|
| Food Sense Wales | | | | | | |
| of 11.2.21 | | | | | | |
| | | | | | | |
| | CREDIT ITEMS APPEAR AS RED. MINUS FIGURES | | | | | |

BALANCE BROUGHT FORWARD		-43,405.65				
	*programme delivery funding and spend does not align with CVUHB financial years					
INCOME						
09450 Donations Income Charitable Funds	Food Foundation	-41,467.00				
	Soil Association	-12,000.00				
	Soil Association	-200.00				
	Soil Association	-31,887.50				
	Waterloo Foundation	-7,200.00				
	Esmee Fairbairn	-79,755.00				
	Sustain	-5,000.00				
	Soil Association	-5,000.00				
	Waterloo Foundation	-100.00	Already paid/in account			
	PHW Project Contributions	-5,000				
	Cardiff Council	-5,000				
	Soil Association	-31,887.50				
	Food Foundation	-51,334.00	Due to be received			
	TOTAL INCOME	-275,831.00				
	STAFF COSTS	108342.74	End of financial year costs			
	NON-PAY	75,394.77	March 20-Feb 21			
		183,737.51				
BALANCE CARRIED FORWARD		-135,499.14				

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03/10/2021 11:49:59

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	Y	6. Have a planned care system where demand and capacity are in balance							
2. Deliver outcomes that matter to people	Y	7. Be a great place to work and learn	Y						
3. All take responsibility for improving our health and wellbeing	Y	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	Y	9. Reduce harm, waste and variation sustainably making best use of the resources available to us	Y						
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	Y						
Five Ways of Working (Sustainable Development Principles) considered									
Please tick as relevant, click here for more information									
Prevention	Y	Long term	Y	Integration	Y	Collaboration	Y	Involvement	Y
Equality and Health Impact Assessment Completed:		No.							

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03/10/2021 11:49:53

Kind and caring
Caredig a gofudgar

Respectful
Dangos parch

Trust and integrity
Ymddiriedaeth ac uniondeb

Personal responsibility
Cyfrifoldeb personol

Introduction

Food Sense Wales:

Co-creating a food system for Wales that's good for people and the planet

Food Sense Wales works with communities, organisations, policymakers and Government across Wales to create a food and farming system that is good for people and good for the planet. We want to influence and impact on how food is produced and consumed in Wales, to ensure that sustainable food, farming and fisheries are at the heart of a just, connected and prosperous food system.

To achieve this, we believe that the environment; health and wellbeing; social justice, and the economy should be integrated in all policy thinking in Wales. We believe that this “food in all policies” approach can be achieved through research, cross sector collaboration and by mobilising citizens and stakeholders as part of a “Wales Good Food Movement”.

Delivering a number of food-related programmes across Wales – many as part of UK partnerships – Food Sense Wales is helping to increase participation, awareness and engagement in food related policy and activity. Food Sense Wales takes a systems approach to food and farming, forging strong working relationships with public, private and civil society organisations operating in and cutting across the food space in Wales and the UK.

Food Sense Wales is a fund within the Cardiff and Vale Health Charity and hosted by the Cardiff and Vale Public Health team.

**By food system we mean: all the actors and relationships involved in growing, producing, manufacturing, supplying and consuming food. It encompasses agriculture, fisheries, food manufacturing, retail, food service, consumption and waste. It includes the social and economic drivers of choices and dynamics within the system and cuts across all scales and aspects of policy, including the economy, environment, business, education, welfare, health, transport, trade, planning and local government.*

Values:

Through its activities and advocacy, Food Sense Wales promotes:

1. **Collaboration** – Forging positive working and strategic relationship with other actors and agents both within Wales and across the UK, enabling us to help shape and co-creating a more sustainable and prosperous food system for our nation using a holistic approach - reiterating the importance of considering the food system as one whole.
2. **Inclusivity** – bringing communities of interest together from all parts of Wales; removing barriers and stigma, and actively encouraging participation in our projects, programmes and campaigns.
3. **Integrity** – Promoting a fair, just and prosperous future for Wales and its people; determined to ensure all people of all ages in Wales have dignified access to healthy, good-quality food.
4. **Agility** - Being responsive to changes in society as well as any changes to areas of policy where food and food systems touch upon; being fleet of foot and being prepared to take action to make a difference to people's lives.
5. **Drive** - Inspiring and influencing people and communities across Wales to engage with food; raising awareness of food issues and promoting innovative food related activities to drive and grow a Good Food Movement in Wales.

Food Sense Wales was established during 2018 building on the success of Food Cardiff. It was established to drive forward the same holistic, cross-sector approach to the food system fostered by Food Cardiff but operating at a national level. Hosted by Public Health Wales and Cardiff and Vale Health Charity we have grown from one, to a team of five. We are also fortunate to be supported by a range funding partners – including The National Lottery Community Fund; the Esmée Fairbairn Foundation and The Waterloo Foundation - and we sincerely thank all of them for their continuing assistance.

Food Sense Wales is leading on four major UK programmes of work in Wales; we are represented on two Ministerial boards; are founding members of Food Policy Alliance Cymru; are active members of the Antipoverty Coalition and continue to support the development of the School Holiday Enrichment programme (conceived through the Food Cardiff partnership in 2015) sitting on the Wales Local Government Association (WLGA) Advisory Group.

As we reflect on our achievements to date in this report, the scale of the challenge ahead looms large. There is much to be done, but there is also an insatiable appetite by those working in Wales' food system to drive the change needed for our communities and our planet. As a team we feel enormously privileged to work in a space, both within Wales and with our UK stakeholders, where such passion, energy and relentless drive really does bring about hope and change – no matter how big the challenge.

As we move into 2021, we will continue to advocate for a collective vision for Food in Wales – one that links production, supply and consumption for the benefit of people and planet. We will build on our programmatic work developing solutions and the evidence base as we go. We will continue to support the development of the infrastructure needed in Wales to make our food system the most sustainable in the world and we will be part of the ground swell that is the emerging Wales Good Food Movement.

Team Food Sense Wales

Katie Palmer, Programme Manager - Food Sense Wales

Katie is Programme Manager for Food Sense Wales. Katie has an MSc in Nutrition from Kings College London and in Food Policy from City University. She has worked in the world of food for over 20 years with experience in both the private sector (Volac International), and third and public sector (including 6 years on Food Standards Agency's Welsh Food Advisory Committee).

Katie is currently a member of the Food and Drink Wales Industry Board; the Healthy Weight, Healthy Wales Implementation Board and is a founding member of the Veg Power Board. She also sits on the WLGA's School Holiday Enrichment Programme Advisory Group and was one of the team of four who created the multi award winning Food and Fun programme in Cardiff in 2015.

Pearl Costello, Sustainable Food Places Co-ordinator – Food Cardiff

Pearl is a sustainability change-maker and is leading Cardiff's Sustainable Food City programme through Food Cardiff. Pearl also sits on the Peas Please Project Board to support local place-based action through Veg Cities and facilitate and empower the people's voice on veg.

Pearl previously led an ambitious and transformational sustainability programme at the Royal Agricultural University, winning multiple awards including the Guardian University Award for Sustainability Project in 2016. She also developed innovative engagement and behaviour change programmes with the National Union of Student. She holds a First-Class BSc in Marine Biology and Social Ecology (specialising in animal behaviour) and a MSc (Distinction) in Environmental Design of Buildings (specialising in human behaviour). She is also a Practitioner member of the Institute of Environmental Management and Assessment.

Louise Shute, Programme Manager - Food for Life Get Togethers

Louise is an experienced Programme Manager with knowledge of the health, housing, charity and education sectors. She is Wales Programme Manager for Food for Life Get Togethers which involves working with communities and food system stakeholders across Wales and the UK. She enjoys co-designing innovative approaches to ensure good food is accessible for everyone.

Sian-Elin Davies, Communication and Engagement Manager - Food Sense Wales

Sian-Elin joined Food Sense Wales in October 2020 as Communications and Engagement Manager. Having worked in the fields of Communications, PR and Events for over twenty years, she most recently worked as a Principal Communications and PR Officer at the University of Wales Trinity Saint David. Prior to her time in the University sector, Sian-Elin spent six years as an Event Producer at BBC Wales and before that, enjoyed several years as a Press Officer at ITV Wales. Sian-Elin started her career working for a theatre company, Theatr na n'Og, as a Marketing and PR Officer and is still as passionate she was then about engaging and communicating with a range of diverse communities and audiences in creative, relevant and innovative ways.

Bron Davies, Project Officer – Food Sense Wales

Bron joined the team in September 2020 as Project Officer. Before this they worked in the arts industry, first as an assistant for Festival of Voice, and then as Assistant Producer at Wales Millennium Centre where they curated a number of large-scale art installations. The child of a South Wales sheep farmer this may be their first job in the food sector, but they are excited and intrigued to see how the food landscape could change in Wales.

Saunders, Nathan
03/10/2021 11:49:59

PROGRAMMES WE DELIVER

Food Cardiff: Founding member of the Sustainable Food Places Network (Sustain, Soil Association, Food Matters)

Food Cardiff believes that the food we eat has a huge impact on life in Cardiff - not just on people's health, but on communities and businesses, individual farmers, and the environment too.

Good food creates strong, healthy, resilient communities. It acts as a hub for connecting people and projects working to promote healthy, sustainable and ethical food; acts as a voice for wider change as well as being the catalyst for changing the local food system in Cardiff.

During the last two years **Food Cardiff** has further developed and grown significantly and its impact at a city-wide level is now very evident. Here are some of the many highlights:

- In September 2019, **Food Cardiff** successfully renewed its **Sustainable Food Places Bronze Award**, continuing its long tradition of innovative, inspirational initiatives. A founding member of the Sustainable Food Cities Network, **Food Cardiff** has led the way for the project in Wales, designing and piloting a wide range of initiatives that have successfully been rolled out across the city and, in many instances, across Wales.
- In November 2019, Cardiff Council announced that it was implementing a new Food Strategy with **Food Cardiff** playing an integral role in its development. The strategy aims to celebrate Cardiff's food culture; address health and inequality issues; contribute to decreasing the city's carbon footprint and, via **Food Cardiff**, is working to help the city achieve Silver and ultimately Gold Sustainable City Status.
- When the Covid-19 pandemic forced the UK into a lockdown in March 2020, **Food Cardiff** acted swiftly to convene a [Covid Task Force](#) made up of partners from across the city to support vulnerable people and to promote the positive changes. **Food Cardiff** brought together actors and agents from across the city to form the Covid-19 Food Response Task Group, which in turn, set up a network of Anchor Organisations and Food Response Partners. Members of the Group included Cardiff Council, Cardiff 3rd Sector Council, Fareshare Cymru, Trussell Trust and Cardiff & Vale University Health Board. **Food Cardiff** was also instrumental in developing a new online food information hub to connect initiatives. Read more in **Food Cardiff's** [Covid-19 Food Response Report](#).
- The coronavirus pandemic may have disrupted normal food supply chains but **Cardiff Growing Together**, a city-wide project facilitated by **Food Cardiff** helped thousands of families in the city to grow their own food at home.
 - Nearly 14,000 plants, seeds and growing kits were distributed to families across Cardiff and a team of 70 volunteers from 16 community groups came together to help grow and hand out plants and seeds to more than 3,000 households, care homes, and foodbanks. They also taught people how to grow their own food with online classes.
 - As a result of first Cardiff Growing Together, **Food Cardiff** achieved funding worth £7,200 to deliver an Autumn Festival. Food Cardiff also worked with [Social Farms and Gardens](#) and [Grow Cardiff](#) to apply for Lottery People and Places funding for 3 years to support an Edible Cardiff co-ordinator role for 2-days a week, as well as funding for an annual Spring Growing festival.
- During the autumn of 2020, thousands of people across Cardiff took part in **Food Cardiff's** first [Good Food Cardiff Autumn Festival](#). Community groups, gardens, local businesses and schools

Saunders, Nathan
03/10/2021 11:49:59

organised 45 events and activities in the last two months which attracted around 4,000 attendees and distributed more than 5,000 vegetable plants grown by Cardiff Council's Bute Park Nurseries to encourage people to start growing at home. **Food Cardiff** developed a toolkit to support community groups with Covid-secure event planning and promotion. This free guide can be downloaded and used by any food or growing groups [here](#).

Next Steps

- **Strategy: Food Cardiff** will publish its draft 3-year strategy in April having undertaken a full consultation process. The draft will include findings and discussions originated from a recent People's Assembly event which **Food Cardiff** was a key partner in delivering. The People's Assembly was organised by a team of strategic partners – including Cardiff University's Sustainable Places Institute – and was held in November 2020. Almost 70 people attended the online discussion during which delegates explored the key changes needed as well as the challenges facing the food system within the Cardiff Capital Region. The findings from the People's Assembly have been published as a [report](#) and have also been captured in this [video](#) and have gone on to help inform the basis of the Food Cardiff strategy.
- **Food Cardiff Partnership:** The partnership has experienced significant growth during the past six years, illustrated by the following graph.



- **Food Cardiff** is now embarking on the next step of its journey as it works to achieve Silver and ultimately Gold Sustainable Food Places status. In order to accomplish this, **Food Cardiff** is in the process of recruiting a varied, diverse and inspiring group of people to sit on its Strategy Board.
- **Food Cardiff** has secured over £192,200 in 2020 from 7 different funding streams. This funding continues to be invested during 2021 in the partnership, project activities and sustainable food research and infrastructure in Cardiff.

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03/10/2021 11:49:59

CASE STUDY:**Food For Life Get Togethers and Food Cardiff work in partnership to deliver 'Growing Together'**

In response to Covid-19, **Food for Life Get Togethers** adapted its small grant offer to provide grants of £1000 to enable communities to respond quickly to support people with accessing food. In Cardiff, four organisations applied to provide growing kits and tips to people in different parts of the city. Louise Shute, Wales Programme Manager for **Food for Life Get Togethers**, identified the potential for joining these projects together and looked at how **Food Cardiff** could support with the collaboration. From initial discussions with Pearl Costello, Sustainable Food City Coordinator for **Food Cardiff**, they identified that there were other organisations also planning similar activities, some of which had received funding from other organisations. Through collaboration and effective partnership working, they delivered *Cardiff Growing Together*, engaging with a huge number of families and household, and encouraging participation throughout the city.

Inspiring people to grow food across the city:

Nearly 14,000 plants, seeds and growing kits were distributed to families across Cardiff during lockdown to encourage people to grow their own fruit and vegetables at home.

A team of 70 volunteers from 16 community groups came together to help grow and hand out plants and seeds to more than 3,000 households, care homes, and foodbanks. They also taught people how to look after and maintain growing their own food with 31 different online classes. Some of the activities involved how to cook with the food grown, including 4 weeks of salad growing leading to creating a meal using the produce.



Over 75% of the people who engaged with the project, had never grown food before. Many did not have a garden and were now able to grow food on windowsills, balconies and in communal areas.

Impact

Cardiff Growing Together helped people learn new skills whilst increasing the amount of fresh produce people had available. It also led to an increase in wellbeing during a difficult lockdown period. Its participants have maintained engagement with the organisations involved, with one organisation supporting 100 families on a Whatsapp group sharing growing tips.

Building on the momentum

The project led to Bute Park nurseries being used more by a variety of groups. It supported part of an Edible Cardiff funding bid which has since been successful. Positive media coverage led to funding for a Good Food Cardiff Autumn festival to build on the momentum generated. Funders approached Food Cardiff to see how Cardiff Growing Together could evolve and the Autumn Festival was born. Edible Cardiff is now building on this work with a city-wide Spring Festival of Growing in 2021.

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Food For Life Get Togethers – Led by the Soil Association and funded through the National Lottery Community Fund

Food for Life Get Togethers is a programme of regular community activities that connect people from all ages and backgrounds through growing, cooking and sharing good food. It is a 4-year National Lottery Community Fund programme that started in June 2019 and is led by the Soil Association Food for Life charity and delivered in Wales through **Food Sense Wales**.

Food for Life Get Togethers supports settings by inspiring them to become involved and through offering a range of resources, recipes, training, event planning tips, small grants and funding opportunities. Here are some of **Food for Life Get Togethers'** key achievements since the programme was established in Wales:

- **Food for Life Get Togethers** has commissioned local partners to help deliver activities and test innovative approaches in order to share best practice and build the capacity of other community organisers.
- Working primarily across 3 Health Board areas – Cardiff and Vale, Aneurin Bevan and Betsi Cadwaladr – the programme has been supported by dietitians in each of those areas, helping to deliver appropriate activities and content suitable to the communities in which they operate.
- Despite the Covid-19 pandemic - **Food for Life Get Togethers** in Wales achieved most Key Performance Indicators and would also have exceeded them if many events hadn't been postponed and / or cancelled. The team spent time consulting with communities and adapting the programme's offer so that it could deliver socially distanced and online activities where possible. There was also a shift away from being purely intergenerational towards household interaction and engagement rather than being community-led face to face events.
- Since its inception, **Food for Life Get Togethers** in Wales has actively engaged with both diverse and disadvantaged communities, with 54% of the programme's activity in Wales being delivered in the top 30% of the nation's deprived areas.
- Halfway into Year 2, and despite further challenges and restrictions, all of the **Food for Life Get Togethers** local partners are continuing to deliver activities and we have seen inspiring work from settings across Wales, including recipe bags, food growing and sharing events and virtual cookalongs. **Food for Life Get Togethers** has also strengthened its strategic partnerships including with dietitians, local authorities as well as with other programmes delivered by **Food Sense Wales**.
- **Food for Life Get Togethers** has commissioned 7 local partners and awarded fifty grants of £150 to communities across Wales. The programme has also delivered training on Nutrition Skills for Life, Growing Food as well as offering Intergenerational activities. In order to bring together all **Food For Life Get Togethers** key stakeholders and local partners in Wales, a steering group was established and the programme has delivered virtual networks across the 3 health board areas. Food for Life Get Togethers also features in the Move More Eat Well plan.
- As we enter Year 2 of the project in Wales, **Food for Life Get Togethers** will focus on Plant & Share growing events in the Spring as well as The Big Lunch in June.
- **Food for Life Get Togethers** is now looking at the legacy of the programme in Years 3 and 4 and is developing an academy that will build the capacity of community organisers to become 'Good Food' ambassadors in their communities. The programme has also appointed a Policy and Influencing Officer as part of the **Food for Life Get Togethers** team across the UK who will also help support the development of strategic relations in Wales.

Saunders Nathan
03/10/2021 11:49:59

The main Key Performance Indicators (KPIs) achieved by **Food for Life Get Togethers** in Wales thus far are:

Outcome	Total to date
Settings receive information and best practice materials	1796
Matchmaking/signposting/support given	140
Event leads registering event/activities (actual Get Togethers)	111

CASE STUDY:

Food For Life Get Togethers partnering with Health Board Dieticians

Food for life Get Togethers in Wales has a unique partnership with dietetics in the three Health Board areas in which it operates - Cardiff and Vale University Health Board, Aneurin Bevan Health Board and Betsi Cadwaladr University Health Board.

They have supported the programme from inception and have been swift to adapt and take part in ongoing partner programme boards. As key stakeholders, they advise on various elements of **Food for life Get Togethers** in Wales such as resources and training to ensure that the programme links to existing provision. They attended intergenerational training alongside community organisers and advised on content for the Intergenerational guide to good food which is a key programme document.

They have also been instrumental in expanding the work and sharing best practice through their networks and community contacts, particularly in the areas that are new to **Food Sense Wales** and the Soil Association. Each health board area has a lead dietitian and the wider team have been involved to support **Food for life Get Togethers** event leads. This includes advising settings on healthy food ideas for cooking and sharing events and helping to plan and attend events.



Food for life Get Togethers local partners were joined by dietitians in each area at their induction to the programme and have continued to build links and get support at steering groups and virtual networks. This has led to collaborations on successful funding bids to expand healthy food projects and developing new online content to meet community needs. Local partners have attended Nutrition Skills for Life training and are using these skills to build capacity in their own organisations and through volunteers to deliver nutrition and cooking training.

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Peas Please – UK partnership led by the Food Foundation and funded through the National Lottery Community Fund

Peas Please is a UK-wide initiative that has a very clear mission: to make it easier for everyone in the UK to eat more veg. **Food Sense Wales** leads on the **Peas Please** work in Wales and engages with actors and agents across the food system to help implement a shift in diet and to address our stagnating vegetable consumption. Other UK project partners involved in this initiative are [The Food Foundation](#), [Nourish Scotland](#), [Food NI](#) and [Belfast Food Network](#).

Focusing specifically on veg, **Peas Please** bring together farmers, suppliers, retailers, restaurant chains, caterers, processors and government departments with a common goal of making it easier for everyone to eat veg.

Peas Please improves the levers along the supply chain which have the potential to increase vegetable consumption in a sustainable manner and recognises that, to date, education programmes have not had the desired impact. This project therefore focuses on the wealth of opportunities afforded in the supply chain to improve vegetable intake. Here are some of the projects highlights:

- The [2020 Peas Please Progress Report](#) celebrated achieving **162 million** cumulative additional portions of veg that have been served or sold since the programme's inception in 2017. Although this is an impressive statistic, we need to continue doing more as the rate which we are increasing our cumulative portion total has slowed compared to the increase reported in the [2019 Peas Please progress report](#). Data from Kantar also shows a slowing of progress in the retail sector, with the percentage share of UK grocery retail sales that are veg down 0.1% on 2018 – 2019, despite the large increase in overall sales volumes for food and drink in the retail sector following the closure of the Out of Home sector in March 2020.
- Across the UK, 95 Organisations have already pledged to play their part to help everyone in Britain eat an extra portion of veg a day. These pledges are known as [Veg Pledges](#). In Wales, we are currently managing 8 national pledgers, 24 local pledges through Food Cardiff and the 25 Veg city pledgers in partnership with Sustain/Sustainable Food Places. One example is Cardiff and Vale University Health Board which continues to innovate with its Healthy retail and restaurant standards and flagship [Y Gegin restaurant](#) as well as a [hospital veg stall](#).
- **Peas Please** has recruited 170 people from across the UK to become **Veg Advocates**, working as individual agents of change in their local communities and help drive the enormous changes needed in our quest to get everyone eating more veg. 21 individuals from across Wales have already committed to becoming Veg Advocates with more continuing to sign up to be a part of the scheme.
- The first People's Veg Report 2021 is due to be published shortly examining people's experiences of accessing fruit and veg during the first Covid-19 lockdown and what they said needs to be done to increase consumption and ultimately improve our health.
- In December 2020, [Food Sense Wales](#) along with partners [Social Farms & Gardens](#), awarded five grants of between £2500 and £5000 to assist smaller edible horticultural businesses operating in Wales. These small capital grants are being delivered as part of the [Peas Please](#) project and are being run by Food Sense Wales in partnership with Social Farms & Gardens. This funding is available to research and pilot the difference that small capital investments can make to small scale horticulture businesses. The projects' progress will be tracked throughout 2021 with research findings published in December.
- Food Cardiff co-created the [Veg Cities](#) campaign with [Sustain](#) as part of the wider Peas Please initiative and is now a feature campaign of Sustainable Food Places with 25 places across the UK taking action to drive up veg consumption. In Wales, Cardiff was declared a Veg City in 2017, providing an umbrella structure for much of the amazing food work being developed in the city. As part of the Food Cardiff Veg Cities campaign, 38 organisations have registered on the Veg Cities

dashboard; 24 have made a pledge and it is estimated that 123,000 additional portions of veg will be served per year in Cardiff if all those pledges are met. Restaurants have been working collaboratively, for example on reducing [veg waste](#) and [Farmers Markets](#) have been expanding their veg offer and their market locations. From 2019 onwards, children in Cardiff schools were also receiving an extra portion of veg with their lunch for no additional cost.

- Food Sense Wales also supports the work of Veg Power in Wales, an initiative that was founded in 2018 as a result of the work of Peas Please in a bid to increase children's veg consumption in the UK



****This illustration demonstrates how Peas Please, Veg Cities and VegPower work together to achieve the overall aim of encouraging people to eat more veg.***

Food Sense Wales is now looking forward to engaging with the wider food sector in Wales to champion the work of the Peas Please initiative and to help drive that change.

You can find further information about the Peas Please Commitments Framework [here](#).

CASE STUDY:**Peas Please pledger Lantra, supporting Welsh Horticulture**

One of the Peas Please pledgers in Wales is Lantra, on behalf of Tyfu Cymru, which has [pledged](#) to produce an Action Plan for Commercial Horticulture for Welsh Government. This will look at how we can protect but also develop and grow the horticulture industry in Wales in an innovative and sustainable way.

Led by Tyfu Cymru, a project managed by Lantra, and with funding from the Welsh Government Cooperation and Supply Chain Development scheme, this Action Plan for Wales outlines a multi-stakeholder, whole supply chain approach to develop and sustain the commercial production of edible and ornamental horticulture produce in Wales for the long term.

Boosting horticulture farming is key to the Welsh Government's plans to emerge from the coronavirus pandemic and is identified by their Green Recovery Taskforce as a route to accelerating Wales' transition to a low-carbon economy and a healthier, more equal nation. This Action Plan for the Commercial Horticulture Industry in Wales provides a roadmap and recommends actions to build in-line with Welsh Government strategic objectives.

This particular Peas Please pledge draws on Lantra's experience of building the skills necessary to enhance the capacity and capability of the industry. It aims to scale-up proven achievements that will continue to benefit Welsh horticulture businesses. It also responds to both immediate needs and provides leadership to equip businesses with the knowledge and practical skills for green and inclusive growth supported by applied research and appropriate use of technology.

**LANTRA'S PLEDGE AIMS TO:**

1. Identify skills needs of Welsh commercial horticulture businesses and then provide training and skills development for the sector to enable businesses to be more productive, profitable and prepared for challenges ahead.
2. Prepare growers and producer owned horticulture companies across Wales to adapt to commercial challenges and position them to capitalise on market opportunities for business development and growth.
3. Ensure existing markets are protected and emerging markets can be capitalised upon.

Saunders Nathan
03/10/2021 11:49:59

FOOD POWER – Led by Sustain and Church Action on Poverty, funded by the National Lottery Community Fund

Food Power works with local communities across the UK to strengthen their ability to reduce food poverty and tackle its root causes. Food Sense Wales worked with Sustain and Church Action on Poverty as part of a successful UK Big lottery bid to develop solutions to food poverty through local alliances and people powered change. Since December 2017, Food Sense Wales has been responsible for co-ordinating and developing alliances in Wales in a contract worth £20K over 4 years. The inaugural [Food Power conference](#) was held in Cardiff in June 2018 with attendees from over 44 partnerships across the UK. It was during this conference that Food Cardiff launched its [Building Resilience Action Plan](#). Here are some of the projects highlights In Wales.

- With support secured through Food Power a number of alliances were launched across Wales, including the North Wales Food Poverty Alliance; South Wales Food Poverty; Food Cardiff Food Poverty Alliance, Merthyr Food Alliance and Good Food Flintshire.
- With funding secured from Food Power, Oxfam Cymru - with support from Food Sense Wales - housed the South Wales Food Poverty Alliance. [“Food Poverty in South Wales: A Call to Action”](#) was launched detailing a number of findings resulting from the group’s collaborative mapping work across South Wales. The document made a series of recommendations to Welsh Government for tackling food poverty and was sent to Chief Executive & Council Leaders in the South Wales region. Meetings were held with several local authorities to discuss data specific to their local area, including Swansea, Neath Port Talbot, Vale of Glamorgan, Swansea, Blaenau Gwent and Pontypridd Town Council within RCT.
- People in Cardiff are now able to access affordable healthy food, thanks to a project initiated by the Food Cardiff Poverty Alliance. ACE (Action in Caerau & Ely) set up the [Dusty Forge Pantry](#) in July 2019 which is run and used by people living in the Ely and Caerau areas of Cardiff. The project is part of the [Your Local Pantry](#) network and was the first of its kind in Wales. Cardiff now has a network of three pantries with [Wyndham Street Pantry](#) opening in May 2020 and [Llanrumney Hall Pantry](#) which opened in September 2020.
- After conducting a piece of research into the uptake and spending potential of Healthy Start vouchers, it became clear that awareness of the scheme was low with some frontline staff. Through partnership working with the Cardiff and Vale Public Health Team, Cardiff Council’s Money Advice Team and the Cardiff and Vale University Hospital Board dietetic team, the Food Cardiff Poverty Alliance developed a training package to support frontline staff to raise awareness and uptake of food schemes, adopting a train-the-trainer approach to maximise reach. This is now being developed as a digital module within the Nutrition Skills for Life Programme nationally across Wales.
- In December 2020, it was announced that Food Cardiff’s Food and Poverty Alliance was to receive [£17,000 worth of funding](#) to support children and families at risk of food insecurity during the coronavirus pandemic. The funding received will be used to train and support community volunteers to cook and deliver pre-cooked nutritious meals to vulnerable families in Cardiff – including Christmas lunches. 100 pre-cooked meal packs will be prepared and distributed weekly, supporting a total of 200 families during the next three months. This funding will also allow SRCDC and ACE to work alongside other Alliance members to provide a range of additional support for families, including clothes for families through school uniform exchanges; the creation of bundles for children and the provision of mobile creches and parent and under 5 classes. They’ll also be signposting to advice services, providing mental health support as well as offering support with grants; offering free tablets for digitally excluded and delivering exercise and wellbeing activities. Peer support groups; phone a friend services and gardening and growing projects will be offered

and a range of other activities, from creative family learning groups to language cafes will be provided too.

- During 2020, Food Cardiff delivered a series of three workshops for groups interested in setting up “community food retail projects” such as pantries, co-ops and food clubs. Almost 100 people registered and were given access to the recordings, the vast majority from Wales. Approximately 30 people attended each session.

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03/10/2021 11:49:59

CASE STUDY:**Food Power and the South Wales Food Poverty Alliance**

During 2018, Food Sense Wales helped to secure funding from Food Power which enabled Oxfam Cymru to become the convener, host and chair of the **South Wales Food Poverty Alliance**. As one of its first actions, members of the alliance agreed that it would be extremely valuable to bring together all of the data around food and poverty at a local authority level. The subsequent mapping report published in 2019 was used to engage with local authorities in order to illustrate some the findings at a local authority level. Food Sense Wales met with Aneurin Bevan University Health Board (ABUHB) and Chief Executive of Tai Calon as representatives of the Blaenau Gwent Public Service Board to go through food poverty data specific to Blaenau Gwent.

ABUHB, Tai Calon and partners decided to carry out further asset mapping, and built a case for Sustainable Food work to present to the Public Service Board, its purpose being to highlight the problem of food poverty in Blaenau Gwent. The report brought together a range of evidence on the scale and the impact of food poverty across the Blaenau Gwent local authority area and emphasised some of the existing initiatives trying to address the problem. In line with the Well-being of Future Generations Act, the report made recommendations for a sustainable food programme approach to preventing food poverty.

As a direct response to this work, Food Sense together with Oxfam Cymru and Menu for Change organised an event for more than 40 interested stakeholders from across the Blaenau Gwent, Torfaen, Merthyr Tydfil and Rhondda Cynon Taf areas hosted by Tai Calon in Blaenau Gwent.

The event enabled representatives from local authorities, food banks as well as other community organisations to discuss how the outcomes and learning from *A Menu for Change* could be applied in South Wales. Several key themes were highlighted during the discussion which included:

- stating the importance of a place-based approach
- placing the voice of lived experience at the heart of any response
- a need to identify where people can access advice and the need to make those spaces safe
- a need to increase the levels of trust of advice provided by authorities
- exploring what can be done in the business sector e.g. supporting new start-ups
- working with local authorities to address food waste
- addressing the urgent need for decent work in the area
- helping people that are facing in-work poverty
- reducing the need for food banks.



As a result of this event and the work that had been researched and presented by the South Wales Food Poverty Alliance, projects from both the Rhondda Cynon Taf and the Blaenau Gwent local authority areas have gained momentum and have secured funding to move forward with a [Sustainable Food Places](#) approach, with Torfaen aiming to follow suit. Blaenau Gwent's [Sustainable Food Programme](#) is a Public Service Board sponsored project involving Tai Calon Housing Association, the Blaenau Gwent County Borough Council, Aneurin Bevan University Health Board, Natural Resources Wales, and organisations such as GAVO and food banks. It will join the cohort of 3 other new places in Wales and together with Food Vale and Food Cardiff will help to develop the Sustainable Food Places network and approach in Wales.

Sustainable Food Places

Sustainable Food Places (previously Sustainable Food Cities) is one of the fastest-growing social movements today and we're very proud that Food Cardiff was one of its founding members. Its network brings together pioneering food partnerships from towns, cities, boroughs, districts and counties across the UK that are driving innovation and best practice on all aspects of healthy and sustainable food.

A UK-wide partnership programme, Sustainable Food Places is led by the Soil Association, Food Matters and Sustain: the alliance for better food and farming, and is funded by the Esmée Fairbairn Foundation and The National Lottery Community Fund.

Food Sense Wales is Sustainable Food Place's national partner in Wales and has an ambition to see a food partnership in every local authority in Wales, creating a network that would form the foundation for developing the vision, infrastructure and action needed to make Wales' food system fit for Future Generations.

Here are some of the programme's key achievements to date; the key drivers for its development and Food Sense Wales' aims for the programme in Wales:

- Food Sense Wales is continuing to support the on-going development and growth of [Food Cardiff](#), as well as supporting the progression of the more recently established [Food Vale](#), both delivering effective and impactful collaborative food work within their areas.
- As one of the founding member and one of the UK's first Sustainable Food Places, [Food Cardiff's](#) pioneering cross-sector partnership led to the development of the [School Holiday Enrichment Programme](#), demonstrating the power of placed based collaborative working to enable access to good, healthy, sustainable, affordable and tasty food.
- During February 2021, it was announced that Food Sense Wales would be supporting the development of a further four Sustainable Food Places in Wales. Monmouthshire, Rhondda Cynon Taf, and Powys secured grants directly through Sustainable Food Places while Blaenau Gwent received funding from Natural Resources Wales – all with the aim of developing new food partnerships to create healthy, more sustainable and more equitable local food systems.
- The importance of establishing new Sustainable Food Partnerships in Wales was recognised in 2020 by the Welsh Government's [Green Recovery Task and Finish Group](#), with both Food Sense Wales and Sustainable Food Places given priority one status to develop local food partnerships in each Local Authority in Wales. 'Good Food' partnerships seen as progressive enablers that help contribute to a green and just recovery, driving positive changes to people's health; to the economy and the environment. The recently awarded grants therefore not only enable additional areas in Wales to start their own good food partnerships, but also allow them to be part of a collective vision for placing health and sustainable food at the heart of communities and helping to further develop a 'good food movement' in Wales.
- The Welsh Government is also committed to developing a strong Foundational Economy in Wales, made up of the everyday goods and services that we all use and need. With food being one of main components of a Foundational Economy, good food partnerships will help to bring local partners together to benefit both health and prosperity.
- Food Sense Wales and Sustainable Food Places are also both members of [Food Policy Alliance Cymru](#) - a coalition of organisations and stakeholders building and promoting a collective vision for the Welsh food system – calling for investment in local, regional and national food infrastructure and communities.

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With an established food partnership in Cardiff; a progressing partnership in the Vale of Glamorgan and a further four projects receiving funding to develop new partnerships in Powys, Monmouthshire, Rhondda Cynon Taf and Blaenau Gwent; Food Sense Wales is pleased to be part of such a significant drive to establish and grow place-based infrastructure, contributing to the development of a 'good food movement' that will ultimately benefit the health, economy, sustainability and social prosperity of communities across Wales.

PROGRAMMES WE SUPPORT

School Holiday Enrichment Programme – Delivered through the Welsh Local Government Association and funded by Welsh Government

The School Holiday Enrichment Programme, Food and Fun is an award-winning multi-agency programme to provide good quality meals, nutrition skills, sports education and enrichment activities to children living in areas of need in Wales. Developed and piloted in Cardiff in 2015, Food and Fun is now being rolled out in schools across Wales overseen by the WLGA and supported by Food Cardiff.

In 2016 the WLGA worked with Food Cardiff to pilot the SHEP model nationally in 10 schools, working with 5 local authorities and 3 local health boards. Cardiff University provided the [evaluation](#) and recommended 'Further scaling up of the model to understand the educational and health benefits to children and their families in different contexts.' The Welsh Government part funded the programme in 2017 to 38 clubs in 12 local authorities and all 7 local health boards. Continued Welsh Government funding has enabled the programme to grow to 77 schemes in 21 local authorities offering nearly 4,000 places to pupils in 2019.

In the [Welsh Government's draft budget](#) published in December 2020, an additional £2.2m had been allocated to the School Holiday Enrichment Programme, almost doubling its investment to £4.9m in 2021-22. This will provide opportunities for up to 14,000 children aged 7-11 years to be more active, eat healthily, and develop friendships whilst also making the most of local school facilities in disadvantaged areas during the summer holidays.

Food Sense Wales is an advisory board member and continues to support the development of the programme nationally including the development of a Quality Assurance Framework.

Children's Future Food Inquiry leading to the Children's Right to Food Campaign – Led by the Food Foundation

The Children's Right2Food Campaign is a nationwide initiative that was set up to ensure that every child in the UK can access and afford good food. It was shaped by the findings of the Children's Future Food Inquiry that was led by Young Food Ambassadors from across the UK and coordinated by the Food Foundation.

The campaign called on Governments to action to tackle children's food insecurity and inequalities in childhood obesity, and puts forward its vision in the Children's #Right2Food Charter.

The Children's Future Food Inquiry was launched in 2018 as the first attempt to speak directly and systematically to children, young people and those who live and work with them about children's experience of food and how it affects their lives. The Inquiry was spearheaded by a cross-party parliamentary committee and supported by partners in each of the devolved nations: Food Sense Wales, Children in Wales, Children in Scotland and Children in Northern Ireland.

This inquiry established that there are [160 000 children](#) living in Wales who are unable to afford the Government recommended diet. An initial report was subsequently published, entitled "[What young people say about food](#)" which featured a series of recommendations. In Wales, in May 2019, Food Sense

Wales, along with young ambassadors from Prestatyn High School, presented the inquiry's findings and the [Children's Right2Food Charter](#) to the First Minister. This outlined a plan to tackle children's food insecurity and inequalities in obesity and protect every child's right to food.

In summary, the Charter calls for the following:

- A Children's Right to Food Commission to monitor and improve children's food
- A nutritious start in life for every child
- A healthy lunch every day
- Stopping the stigma attached to hunger
- Ensuring that children's health comes before the profits of big business

The Covid-19 pandemic has plunged millions of children further into food insecurity, many of whom were already struggling to secure a decent diet. Given the scale of the challenge and the importance of children's health and diet, the provisions set out in the [Children's Right2Food Charter](#) have been updated to reflect recent events and provides an evidence-based road map for the government to ensure that every child has access to a healthy diet. The Charter is accompanied by a [new briefing](#), supported by Food Sense Wales, which points to areas where policy across all four UK nations needs urgent attention.

The Charter also informs the work of the Child Food Poverty Task Force – a coalition of businesses and charities spearheaded by footballer Marcus Rashford. The task force comprises: Aldi, Asda, Co-Op, Deliveroo, The Food Foundation, Fareshare, Iceland, Heinz, Kellogg's, Lidl, Marcus Rashford, Tesco, Sainsbury's and Waitrose & Partners.

Food Sense Wales continues to support the work of the Children's Right to Food campaign in a UK context and to influence and advocate Welsh Government regarding the need to implement changes to policy that will ensure children in Wales are given the best possible start in life in conjunction with the Wales Antipoverty Coalition.

Veg Power

[Veg Power](#)'s main aim is to increase veg consumption among children across the UK - an initiative that was founded in 2018 having developed from the work of Peas Please. Food Sense Wales works closely with [Veg Power](#) to support its activity in Wales.

80% of our children in the UK are not eating enough vegetables, with a third eating less than one portion a day. Veg Power works in close partnership with Peas Please and aims to use advertising and marketing to increase consumer demand and perceived value of vegetables.

- In 2018, Veg Power formed a key partnership with ITV and together created the [Eat Them to Defeat Them](#) campaign, which was first delivered in 2019, making veg fun for kids.
- In 2020 ITV and Veg Power were joined by Channel 4 & Sky for a bigger second advertising campaign and the launch of the campaign schools' programme.
- Collectively, the 2019 and 2020 campaigns saw the TV advertising campaign feature on ITV, Channel 4, Sky, Channel 5, & Nickelodeon reaching 46 million people.
- During the last two years, the [Eat Them to Defeat Them](#) campaign has featured as an outdoor media campaign; has created and curated press and online content; has worked with ITV on editorial content and has pioneered what is thought to be the world's first veg only ad break during an episode of *The Voice*.
- To date, 1,500 schools from across the UK have engaged with the [Eat Them to Defeat Them](#) campaign, from 107 local authorities reaching 425,000 pupils.

- During both the 2019 and 2020 [Eat Them to Defeat Them](#) campaigns, Food Sense Wales helped to facilitate considerable support from Welsh Government, Welsh Local Government Association, City of Cardiff Council, Caerphilly County Borough Council and the Vale of Glamorgan Council to deliver activities in Wales
- With funding from [WLGA](#) and Welsh Government, bilingual school assets were produced, and a Welsh language section created on the www.eatthemtodefeatthem.com website.
- With the generous support of [Castell Howell](#) – during both 2019 and 2020 campaigns - bilingual resources were distributed to 249 primary schools across 20 local authority areas in Wales, reaching over 50,000 children.
- The 2020 School Report noted that in Wales, 66% of children agreed that the campaign made eating veg seem more fun and that 57% of children agreed that they'd eaten more veg than usual at home in the weeks following the activities – with Wales respondents being more positive than the UK average. Here's a lovely [video](#) capturing some of the Eat Them to Defeat Them activity at Ninian Park Primary School in Cardiff in 2020.
- To date, the [Eat Them to Defeat Them](#) campaign has had a 2.3% positive impact on vegetable sales in the UK.
- In 2020, Veg Power also delivered a campaign encourage more people to buy and cook seasonal vegetables to 's social media campaign to champion seasonal vegetables. Having built an educational website packed with celebrity recipes, Veg Power reached out to its social media influencer network for support and has since reached more than 11 million people.

Saunders Nathan
03/10/2021 11:49:59

POLICY AND ADVOCACY WORK

Food Policy Alliance Cymru

Food Sense Wales is a founding member of [Food Policy Alliance Cymru](#), a coalition of organisations and stakeholders building and promoting a collective vision for the Welsh food system. Food Sense Wales was instrumental in the formation of the group, which started life as a trio of organisation - [RSPB Cymru](#), [WWF Cymru](#) and Food Sense Wales – exploring ways of raising the profile of the food system with the Future Generation Commissioner.

The emerging group supported WWF Cymru when it commissioned Cardiff University's [Sustainable Places Institute](#) to research what a “[Food System Fit for Future Generations](#)” would look like. Meetings were held with the Commissioner and the food system was included in the [2020 Future Generation's Report](#) in which it made a key policy recommendation “[to develop a food system strategy for Wales linking together all parts of the food system from farm to fork](#)” (p227).

The group also supported the Future Generations Commissioner with her subsequent calls on Welsh Government to deliver [a Green Recovery budget](#) – specifically, on the call to “Invest in nature and prioritise funding and support for large-scale habitat and wildlife restoration, creation and connectivity throughout Wales – including for natural flood defences, to implement the new national forest, and to ensure land use management and agriculture supports secure local food chains and distribution.”

Food Policy Alliance Cymru is now directly influencing key stakeholders and recently received significant [media](#) coverage linked to its ‘Food For Public Health’ ask, both in Wales and across the [UK](#). A debate was also held in the Senedd in December 2020 directly responding to many of the priorities outlined by the Alliance in the group's 2021 manifesto. The manifesto was officially presented during the Senedd's Cross Party Group on Food, also in December.

Food Sense Wales provides Food Policy Alliance Cymru with the [Secretariat](#) and also provides the group with Communications support.

Through collaboration, engagement and research the Alliance aims to:

- Co-produce a vision for a food system in Wales that connects production, supply and consumption and gives equal consideration to the health and wellbeing of people and nature.
- Advocate for policy change to address climate and ecological emergencies, the public health crisis and the rise in food insecurity.
- Ensure Wales is linked to UK policy, research opportunities and the broader global system.

In December 2020, Food Policy Alliance Cymru published its [Manifesto](#) which presents a collective vision for developing a food system that is unique to Wales and fit for Future Generations.

Here's an illustration of the priorities outlined in Food Policy Alliance Cymru's 2021 Manifesto:

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03/10/2021 11:49:59

Food Policy Alliance Cymru

Food System Commission

Within its first year of office, the next Welsh Government should appoint an independent, cross sector Food System Commission. This commission should be tasked with developing a roadmap to deliver a 'Food System Fit for Future Generations', aligned with the principles of agroecology. The roadmap should consider the following six priorities:

1

Food for all

Wales becomes the first nation to eliminate the need for food banks by 2025. Everyone in Wales has access to the food they need in a dignified way, in order to live a healthy life.

2

Food for public health

75% of Eatwell's recommended vegetable consumption is produced sustainably in Wales for Wales by 2030.

3

Net zero food system

Develop a plan by 2022 to deliver a net zero food system to ensure swift assessment and implementation of actions for Wales. The target is for Wales to have a Net Zero Food System by 2035.

4

Farming for nature and climate

Create a roadmap by 2022 to adopt agro-ecological principles across the whole food system, including 100% agro-ecological production by 2030 on all farms in order to halt and reverse loss of nature and increase climate resilience.

5

Sustainable seafood

Setting catch limits (without further delay) which enable fish stocks to be restored and maintained above biomass levels that deliver the Maximum Sustainable Yield.

6

Sustainable food sector jobs and livelihoods

Everyone who earns their living within the food system receives, or is enabled to receive, at least the living wage or a fair return for their work. Work, whether on land or sea, is free from exploitative practices, and is varied, engaging and empowering.



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Comisiwn
Bwyd, Ffermio
a Chefn Gwlad

Food, Farming
& Countryside
Commission

Social Farms
& Gardens
Ffermydd a Gerdol
Cymdeithasol

Cardiff University
Sustainable Places
Research Institute
Sefydliad Ynnwch
Mannau Cynaliadwy

SUSTAINABLE
FOOD places



UAC
urban agriculture
consortium



yn rhoi
cartref i
fyd natur
Cymru

giving
nature
a home

Boards and Group Membership

Food Sense Wales has representation on a number of food systems related Boards and Groups - across Wales and the UK. Here's a snapshot:

- [Wales Food and Drink Wales Industry Board](#)
- [Healthy Weight Healthy Wales](#) Implementation Board
- [Healthy Weight Healthy Wales](#) Communications Group
- Human Rights Stakeholder Group – which also feeds into the [Senedd Cross Party Group on Human Rights](#)
- Antipoverty Coalition – which also feeds into the [Senedd Cross Party Group on Poverty](#)
- Attend and contribute to the [Senedd's Cross Party Group on Food](#)
- Veg Power Board
- UK Food Poverty Alliance

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03/10/2021 11:49:59

CASE STUDY:**Measuring and Monitoring Food Insecurity**

Food Security means being sure of your ability to secure enough food of sufficient quality and quantity, to allow you to stay healthy and participate in society. It is a measure of severe material deprivation.

Food Sense Wales is part of the UK Food Poverty Alliance and as part of that coalition, has been advocating for a National Food Insecurity measure, just one of the recommendations noted in the South Wales Food Poverty report "[A Call to Action](#)" that was published in February 2019.

During the same time, it was [announced](#) that the UK Government's Department of Work and Pensions had agreed a National Food Insecurity measure, a reflection of the power of collaboration demonstrated across the four nations. This was a welcome development. However, without Wales specific data, it is difficult to understand the extent of food insecurity across the geography of Wales or indeed whether interventions to mitigate the impact of Covid 19 on food insecurity are effective (e.g. shielding parcels during the first lockdown). This is especially pressing as the evidence on the links between Covid-19 outcomes and health inequalities continues to build.

We therefore need to be measuring and monitoring food insecurity at a Wales level to ensure:

1. **National (UK and Wales) safety nets are adequate to prevent people falling into food insecurity**
2. **Local authority responses are optimal in ensuring benefits and schemes are taken up by those eligible**
3. **Those with protected characteristics are not disproportionately affected as currently indicated by the data, hence widening inequalities**

During 2020, Food Sense Wales worked with Welsh Government in response to the Covid pandemic to secure additional Food Insecurity questions in the Wales National survey. The latest results from September 2020 suggest that **xno**. Of people were food insecure.

This work now needs to be built upon to ensure meaningful longitudinal data is available, and that it can be interrogated at a local authority level to help monitor and respond to the changing situation. Indeed, as a result of this work Food Cardiff has integrated the National Food Insecurity measure locally in Cardiff Council's Ask Cardiff survey 2020.

Saunders Nathan
03/10/2021 11:49:59

NEXT STEPS – STRIDING INTO 2021/2022

We will:

Support the development of the Sustainable Food Partnership approach in Wales. In 2021 we will facilitate the development of a Wales Sustainable Food Places Partnership Board, ensure a minimum of 6 new places formally become part of the Sustainable Food Places Network and support 4-6 places to secure 2 year SFP Co-ordinator grants. It is our long-term goal to have a sustainable food partnership in every local authority in Wales.

Endeavour to achieve Silver Sustainable Food Places status for Food Cardiff and begin to deliver a strategy that will set the Capital on the path to Gold.

We will continue to develop our Peas Please work and to support the delivery of Veg Power in Wales. In particular, we will publish the results of the Horticulture pilot and use the results to push for change in horticulture policy. As part of the wider Peas Please team will publish and promote Veg Facts, the Peas Please School Food Report and the Peoples Voice report alongside our work to renew and secure new pledges. We will also deliver a Wales Vegetable Summit alongside events in our partner nations.

With the broader Food For Life Get Togethers team, we will co-create an exciting new phase of the Food for Life Get Together's programme which will build on the learnings taken from 2020. This work will link strategically with our Veg advocate programme and Sustainable Food Places approach to support the development of a good food movement in Wales.

We will continue to build momentum and support for a collective vision for food in Wales through our work with Food Policy Alliance Cymru. Communication and secretariat support have been key in driving forward the early work of the alliance and we will capitalise on this further during 2021. In particular we will continue to influence decision makers through consultation responses, meetings, presentations, research and publications and seek to increase opportunities to listen to voices from all aspects of the Food System. Key opportunities include COP 26, supporting the development of Food Foundational economy work in Wales, the Food Systems summit, responding to consultations on the future of Agriculture in Wales and building a blueprint for a Food Systems Commission to present to the next Government.

Through our programmatic work and with wider collaboration with stakeholders in Wales we will be part of the development of a Wales Good Food Movement

We will continue to build the case to expand eligibility of Free School Meals linked to the Foundational economy and wellbeing economics.

We will explore how Food Sense Wales can best evolve to meet our ambitions. We will begin this journey by appointing an "Expert Group" to advise and guide our development.

Saunders Nathan
03/10/2021 11:49:59

Report Title:	Legacies Update & Next Steps					
Meeting:	Charitable Funds Committee			Meeting Date:	16.03.21	
Status:	For Discussion		For Assurance		For Approval	For Information ✓
Lead Executive:	Ruth Walker, Executive Nurse Director					
Report Author (Title):	Joanne Brandon, 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 Reg. No. 1056544.

The day-to-day work related to the Health Charity is performed by the Health Charity Team and the Charity Office. In addition to its core fundraising functions and activities, the Charity Office also manages the administration of all legacy donations to Cardiff and Vale University Health Board, and has received a total income of **£1,887,308.20** in the five year period 2015 - 2020, representing **22.13%** of total income as follows:

Annual legacy income	£
YEAR 15 -16	66,916.30
YEAR 16-17	574,733.21
YEAR 17-18	305,582.39
YEAR 18-19	747,841.86
YEAR 19-20	126,974.53
Total	1,814,048.27

It is evident that legacy donations are a valuable income stream for the Health Charity, which benefits a variety of clinical boards as donors often request that their donation is used to benefit a specific service or for research into particular conditions or diseases. Unrestricted legacy donations are utilised to widely support services across the whole Health Board.

As a member of NHS Charities Together (NHSCT) the Health Board has benefited generously from the fundraising achievements of Captain Sir Tom Moore. NHSCT have indicated their intention to build on Captain Moore’s legacy by continuing to engage with the public on fundraising and legacy giving opportunities, to support the wellbeing of future generations and the Health Charity continues work collaboratively with them on this.

In 2020, the Health Charity commenced its own awareness raising campaign to engage with both



the general public and staff members to sensitively open up conversations about the benefits of leaving a legacy to Cardiff and Vale University Health Board.

2020 saw a soft launch of 'Gift in Wills' engagement and communications via social media, staff connects which included:

- the distribution of Gift In Wills social cards and information booklets
- redesign of our Legacy Fundraising page on the Health Charity website
- Mail-out of generic 'thank you' letter to fundraisers and supporters, which included the introduction of how to leave a Gift in Your Will as an additional method of donating.
- Advertising in Barry and District News and Penarth Times

In 2021, the Health Charity intends to increase this area of potential fundraising as follows:

2021 - Proposal

- to launch a more comprehensive and sustained plan of engagement and communication with clinical boards, Health Charity fundraisers and supporters and the general public to raise awareness of how to leave a legacy to Cardiff and Vale University Health Board.
- utilise Staff Benefits advertising to promote existing free wills benefit via unions and professional organisations with a link to the Health Charity's Gift in Wills information
- The Health Charity considers that it would be highly beneficial to invest in its legacy management and awareness raising campaign by engaging the services of a professional will writing company through which it would offer a limited no. of free wills to the public.

Having conducted market research into this specialty, and taking into consideration achieving value for money, the Health Charity proposes engaging the services of <https://farewill.com/> to provide professional and expert advice, knowledge and guidance to kick-start its campaign of engagement in 2021.

This award winning company has an excellent track record in professional will writing and securing legacy pledges and is partnered with over 130 charities throughout the UK, including the British Heart Foundation, Macmillan Cancer Support, Parkinson's UK and Marie Curie plus several NHS charities, i.e. Guys & St Thomas' Charity, Great Western Hospitals NHS Foundation Trust and University Hospitals of Leicester NHS Trust.

Farewill have provided a quotation of **£4,720 for a 12 month contract** to include the provision of 80 wills, in addition to which provides the Health Charity with access to a team of legal and legacy fundraising professionals offering the following:

- access to a secure platform to monitor and review interactions with supporters; number of wills written; estimated future income based on pledges received: audience & region demographics
- campaign support, advice and assistance in producing relevant promotional material
- learning opportunities for legacy fundraising and best practice, which can be shared amongst the fundraising team and in turn develop confidence for all senior fundraisers in introducing this sensitive subject into their general fundraising conversations.
- access to a secure platform to monitor and review interactions with supporters; number of wills written; estimated future income based on pledges received: audience & region demographics

etc.

Launch Focus

- Create a Legacy pack to include existing Health Charity Gifts in Wills and CVUHB documentation and links to sources of information on will-making/legal advice etc. inc.
- produce a leaflet to include stories of how legacy donations can support healthcare services
- create a video engaging all sense to include all aspects of healthcare services, gender, ages etc.
- user stories - engagement with donors families (where appropriate) to find out more about why their loved ones made their donation and use these stories in our promotional material and on our website
- Tools – adverts/video/podcasts/ articles in newsletters/website/staff connects/social media
- If funding approved as above, launch the opportunity for free wills in collaboration with <https://farewill.com/>
- Local news media advertising
- launch date to coincide with 'Free Wills Month' in March 2021 and then be linked to significant healthcare related and Gift in Wills events throughout the year.

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

Legacies are evidently an important element of the overall income received within the Health Charity and I support the plan to increase this area of fundraising engagement and request the funding proposal is approved.

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

ASSURANCE is provided by:

Evidence of legacy income received to date i.e. £1,814,048.27 during the period 2015-20

- Increased patient, staff and public engagement
- Potential for increased legacy income via by offering free will writing to our existing and new supporters
- Collaboration with a specialist company to promote will-writing and legacy pledges to the Health Charity ensuring that potential donors receive expert legal advice
- Liaising with the UHB's Governance department to ensure that the proposed collaboration complies with governance requirements and in adherence with due diligence

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03/10/2021 11:49:53

Recommendation:

The Charitable Funds Committee is asked to:

NOTE the report on legacy income received and the Legacy Fundraising campaign plan.

APPROVE a budget of **£5,000** to improve the legacy portfolio of Cardiff & Vale Health Charity with a commitment to evaluate the engagement with 'Farewill' in one years' time and review the position for long term legacy management and investment.

Shaping our Future Wellbeing Strategic Objectives

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

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

Five Ways of Working (Sustainable Development Principles) considered

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

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

Not Applicable

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

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