

Charitable Funds Committee

Tue 20 September 2022, 12:30 - 14:00

All Nations Centre

Agenda

12:30 - 12:45

15 min

1. Preliminaries

1.1. Welcome & Introductions

1.2. Apologies for Absence

1.3. Declarations of Interest

1.4. Minutes of the Committee Meeting held on 21st June 2022

📄 1.4 CFC Minutes 21.06.22MD. NF. AH.pdf (13 pages)

1.5. Action Log following the Meeting held on 21st June 2022

📄 1.5 Action LogMD.NFv3 (2).pdf (2 pages)

1.6. Chairs Actions

12:45 - 13:00

15 min

2. Items for Review & Assurance

2.1. Health Charity Financial Position & Investment Update

15 minutes

📄 2.1 Financial Position Report September Meeting.pdf (6 pages)

13:00 - 13:10

10 min

3. Items for Approval / Ratification

3.1. Over £25k bids for approval:

(N.B General Reserve Fund closed to applications)

- *None for this period*

📄 3.1 Over 25k Bids.pdf (2 pages)

3.2. Scheme of Delegation

10 minutes

13:10 - 13:55

45 min

4. Items for Noting and Information

4.1. Health Charity Fundraising Report

Saunders, Nathan
12/09/2022 17:40:39

10 minutes

📄 4.1 Health Charity Fundraising Report (Sept '22).pdf (4 pages)

4.2. Reporting Feedback on Successful CFC Bids

10 minutes

📄 4.2 - Feedback on successful CFC bids (Sept '22).pdf (4 pages)

📄 4.2a Appendix 1 - CFC Approved Bids - Ongoing.pdf (1 pages)

📄 4.2b Appendix 1 - CFC Approved Bids - Completed.pdf (1 pages)

4.2.1. Our Health Meadow - £80,000

4.2.2. Outdoor Staff Havens - £79,800

4.3. Health Charity Puppy Proposal update

5 minutes

📄 4.3 Health Charity Puppy Proposal update (Sept '22).pdf (3 pages)

4.4. Events Planner 2022 Update

5 minutes

📄 4.4 Events Planner 2022 Update (Sept '22).pdf (2 pages)

📄 4.4a Appendix 1 Health Charity_Events List_OCT-DEC_2022.pdf (2 pages)

4.5. Third Sector Grant Scheme update

5 minutes

📄 4.5 Third Sector Grants Scheme Update (20.09.22).pdf (11 pages)

4.6. Staff Benefits Group Report

5 minutes

📄 4.6 Staff Benefits Group Report (09.22).pdf (5 pages)

4.7. Staff Lottery Bids Panel Report

5 minutes

📄 4.7 Staff Lottery Bids Panel Report (August '22).pdf (6 pages)

13:55 - 13:55

0 min

5. Any Other Business

13:55 - 13:55

0 min

6. Review of the Meeting

13:55 - 13:55

0 min

7. Date and time of next Meeting:

Tuesday 6th December 2022, 9:00am

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22/09/2022 17:00:39

**Unconfirmed Minutes of the Charitable Funds Committee
21 June 2022 9:00am – 11:00am
Via Microsoft Teams**

Present:		
Akmal Hanuk	AH	Committee Chair / Independent Member - Community
Susan Elsmore	SE	Independent Member – Local Council
Rachel Gidman	RG	Executive Director of People and Culture
Mike Jones	MJ	Vice Chair / Independent Member – Trade Union
Catherine Phillips	CP	Executive Director of Finance
In Attendance:		
Libby Barrett	LB	Investment Manager - Rathbone
Joanne Brandon	JB	Director of Communications
Alex Dow	AD	Investment Director - Rathbone
Nicola Foreman	NF	Director of Corporate Governance
Rachel Gidman	RG	Executive Director of People and Culture
Rob Mahoney	RM	Interim Deputy Director of Finance
Secretariat:		
Nathan Saunders	NS	Senior Corporate Governance Officer
Observers:		
Timothy Davies	TD	Head of Corporate Business
Apologies:		
Fiona Jenkins	FJ	Executive Director of Therapies and Health Sciences
Sara Moseley	SM	Independent Member – Third Sector
Suzanne Rankin	SR	Chief Executive Officer
John Union	JU	Independent Member – Finance

CFC22/06/001	Welcome & Introductions The Committee Chair (CC) welcomed everyone to the meeting.	Action
CFC22/06/002	Apologies for Absence Apologies for Absence were noted.	
CFC22/06/003	Declarations of Interests The Independent Member – Local Council (IMLC) advised the Committee that she had been a sponsor on the Grow Cardiff Project which would be discussed later on in the meeting.	
CFC22/06/004	Minutes of the Committee Meeting held on 1 March 2022 The Committee reviewed the minutes of the meeting held on 1 March 2022. The Committee resolved that: a) The minutes of the meeting held on 1 March 2022 were approved as a true and accurate record.	

CFC22/06/005	<p>Committee Action Log</p> <p>The Committee reviewed the Action Log and noted that all items were completed and included on the agenda.</p> <p>The Committee resolved that:</p> <p>a) The Action Log was noted.</p>	
CFC22/06/006	<p>Chair's Action</p> <p>The CC advised the Committee that 1 Chair's Action had been approved offline:</p> <ul style="list-style-type: none"> • Spend of £37,585.04 from existing Food Sense Wales Fund. <p>The Committee resolved that:</p> <p>a) The Chair's Action was noted</p>	
CFC22/06/007	<p>Health Charity Financial Position & Detailed Investment Update</p> <p>The Health Charity Financial Position Update was received.</p> <p>The Interim Deputy Director of Finance (IDDF) advised the Committee that the yearend was March 31st for the main Health Board accounts and the Charitable Funds accounts and noted that the report being received by the Committee was a mid-report because the Charitable Funds accounts were not audited or fully prepared until later on in the financial year.</p> <p>He added that there were 3 key issues identified which included:</p> <ul style="list-style-type: none"> • The Health Charity's financial position decreased by £0.023m from the previous reported position at the end of January to £8.945m for the period ending March 2022. • Investment Gains rose slightly from January to March by £0.061m which had resulted in a cumulative gain of £0.451m for the full year. • The March position was draft and was subject to a full review from Wales Audit, and therefore the figures could be subject to change. It was noted that the Wales Audit review was estimated to commence in October 2022 and would conclude in January 2023. <p>It was noted that for the full year the Health Charity had generated Income of £1.761m and had spent £2.413m which had resulted in net expenditure of £0.652m.</p> <p>It was noted that the Health Charity had market value gains of £0.451m on its investments for the period ending March 2022 and that the combined effect was a net decrease in fund balances of £0.202m from the opening position of £9.147m to the period ending March 2022.</p> <p>The Committee was presented with the income received by the Charity for the full 12 months of the year and compared the figures with the income received for the same period over the previous two years.</p> <p>It was noted that there had been a reduction in the income received in comparison to those previous years, which for 2020/21 included some significant acts of generosity from individuals and a large contribution from NHS Charities.</p>	

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It was noted that the Health Charity had generated £0.074m of income and had spent £0.157m for the first month of the financial year which had resulted in net expenditure of £0.083m.

It was noted that the Health Charity also had market value loss on its investments of £0.084m for the period compared to the March 2022 valuation and that the combined effect of the results was a net decrease in fund balances of £0.167m for the period ending April 2022.

The IDDF advised the Committee that the investment portfolio had started the financial year with a market value of £6.569m and that the value had decreased to £6.135m at the end of April 2022 (after withdrawal of £0.350m cash), which had resulted in a market value loss of £0.084m.

He added that, in summary, the value of the Charitable Funds had decreased by £0.167m in the current year to £8.778m which represented net expenditure of £0.083m and market value losses of £0.084m.

The IDDF advised the Committee that whilst the Charity had a net worth of £8.778m, it was structured around undelegated and delegated funds where financial responsibility had been delegated to named fund holders and Heads of Service.

It was noted that within the funds there were general reserves with a value of £0.345m made up of the following:

- Consolidated general reserve fund balance of £0.429m
- Year to date investment losses of £0.084m;

It was noted that against the general reserves the Charity had approved a number of bids which had resulted in significant financial commitments assessed at being circa £0.712m.

The IDDF advised the Committee that one of the largest commitments was for fundraising costs and the cost of the Fundraising Team, which was a recurrent value and was committed because those costs were on the payroll.

It was noted that the general reserves were over committed by around £0.367m and therefore careful consideration would be required with regards to making any new commitments.

The Committee was advised that within the Financial Control Procedure (FCP) there was a process to review dormant funds on a regular basis and they would be transferred into the general reserve as and when they became dormant with no further purpose.

It was noted that the Board of Trustee (BoT) had agreed that the Fundraising Team would aim to cover their costs, which were charged to general reserves, and noted that could be achieved by:

- Recharging staff time against fund raising appeals
- Legacies income;
- Contribution from the Make it Better Fund.

It was noted that part of the fundraising, costs were recharged against fundraising appeals and £88,000 of the Fundraising Team and the Charitable Funds Team was recharged into other funds.

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The CC noted that the commitments from the Health Charity were valued at £0.712m and that there was only £0.345m in the general reserves and asked if that meant there was a deficit.

The IDDF responded that the Committee had the power to transfer funds from restricted funds if there was an over commitment on the general fund, but noted that it clearly caused difficulty to the restricted funds and could cause friction within the wider Charitable Fund's community.

He added that there were various elements such as the Health Charity receiving income during the year, and also some of the phasing of the costs which would not necessarily all go out within year, as well as the investment portfolio which could help the current overcommitments.

The Executive Director of Finance (EDF) advised the Committee that a forecast of what the general funds could achieve would be received by the Committee in September supported by the Health Charity Team which would cover costs, income potential from dormant funds as well as other legacies and donations.

EDF

The Director of Communications (DC) advised the Committee that there would be an "Away Day" for the Committee Members in September 2022 where the Health Charity Strategy would be considered and noted that the figures could be also be discussed. An update on the Away Day would be provided later in the meeting.

The CC welcomed the Investment Director for Rathbone (IDR) and the Investment Manager for Rathbone (IMR).

The IDR advised the Committee that the 2020/21 was a good year for investment returns driven by an excellent vaccine rollout with a lot of support from the Government and central banks.

It was noted that there were also high levels of economic growth and exceptionally strong levels of corporate profit growth.

The Committee was advised that, in comparison, 2022 had been a very different picture driven by two main factors which included:

- Rising interest rates in the face of the high levels of inflation being experienced.
- Russian invasion of Ukraine.

It was noted that rising interest rates could be negative for equities and for most investments because a higher discount rate was applied to future profits or cash flows which meant that the present value of a stream of future profits or cashflows would decline.

It was noted that the Russian invasion of Ukraine had exacerbated the inflation issues being experienced including the increase in costs for:

- Oil
- Gas
- Food
- Metals

The IDR advised the Committee that Rathbone Investment remained positive on equities for the rest of the financial year because economic growth was expected as well as corporate profit growth.

It was noted that the Investment portfolio was worth £5.76m and that the income being produced each year was approximately £0.136m.

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	<p>It was noted that what Rathbone had been accumulating income and as well as the capital value of £5.76m, there was an additional £40,000 in an accumulating income account.</p> <p>The IDR asked the Committee what they would want Rathbone to do with that income and noted that Rathbone had expected the Health Board to ask for it to be drawn down against something on a regular basis.</p> <p>The Committee was presented with the Asset Allocation information and it was identified that the investment portfolio was made up of risk levels that ran from one to six, with one being the lowest and six being the highest.</p> <p>It was noted that the Health Board's portfolio was managed at risk level 3, which was a medium risk, at the lower end of medium which meant that there was still a bias towards equities with 27% in the UK and almost 29% overseas.</p> <p>The Committee was presented with the Responsible Investment information where it was noted that companies with good environmental, social and governance polices tended to lead to superior returns over the long run.</p> <p>It was noted that MSCI finance company was a leader in environmental, social and governance (ESG) analysis and that they covered 71% of the Health Board's investment portfolio.</p> <p>The IMR advised the Committee of recent engagements done by Rathbone which all aligned with how investments were made for the Health Board and included areas such as:</p> <ul style="list-style-type: none"> • Global Economic Indicators • Energy Prices • Food Prices • Corporate Profit Growth <p>The IMR concluded that Rathbone were happy with their position within the investment and noted that the investment portfolio would be continually reviewed.</p> <p>The EDF asked how the risk level impacted upon the expected return and noted that the Health Board's exposure to high risk investments was limited due to it running at a medium risk.</p> <p>The IDR responded that for a risk Level 3, Rathbone would typically expect to return, over the long run, of inflation plus 2 to 3% per annum.</p> <p>He added that in the current environment, where inflation was so high and in the long run, the Bank of England's target of 2% was more realistic.</p> <p>The Committee resolved that:</p> <ol style="list-style-type: none"> a) The financial position of the Charity was noted. b) The performance of the investment portfolio was noted c) The commitments against the general reserve were noted. 	
<p>CFC22/06/008</p>	<p>Over £25k bids for approval</p> <p>The over 25K bids for approval were received.</p> <p>The DC advised the Committee that there were three bids for approval which included:</p>	

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- **Bid 1** - Improvement of the Environment of the Employee Wellbeing Service (EWS) - £60,000
- **Bid 2** - Innovation Collision Space to support our People and Culture - £24,000
- **Bid 3** - Employee Wellbeing Service - £194,864

The Executive Director of People and Culture (EDPC) advised the Committee that all three bids were collaborative and encompassed the Employment Wellbeing Service (EWS).

Bid 1 – It was noted that the main base for the EWS was at Denbigh House, University Hospital of Wales site and that the current environment was extremely poor and did not reflect the values of the Health Board in terms of respecting, valuing and looking after its staff.

It was noted that approval of the bid application to the Health Charity for Charitable Funds would support the department to improve the environment and would create a far more amenable working space for staff and a more welcoming space for the delivery of Wellbeing Services to employees (who either self-referred or were referred by their line manager).

The DC opened up the first bid for comments and questions.

The EDF advised the Committee that Bid 1 did lend itself quite well to be a benefit to staff and patients and noted that she did not have any concerns about core funding.

The Independent Member – Trade Union (IMTU) asked how many more years the building was likely to be on the current site.

The Executive Director of People and Culture (EDPC) responded that the building would remain for a while and so a balance would be required between the 3 bids being received.

Bid 2

The DC advised the Committee that the bid was asking for part funding because the team had already been successful in obtaining excellent funding from the Cardiff Capital City Region Grant. The bid would be to support a Camerados Public Living Room to support the booking of meeting space in a general collision space.

The DC opened up the second bid to comments and questions.

The EDPC advised the Committee that the marquee was being used at the Jubilee Gardens as the Health Board's Staff Haven. It was a rented marquee and the rental period was due to cease.

She added that the bid was a one-off request to support the rental of the marquee for another 12 months. The team had also linked with Procurement colleagues to see if the costs could be offset in the future if the Health Board purchased the marquee.

The EDF noted that the purchase of the marquee sounded sensible and would be a more sustainable way to manage funds.

Bid 3

The DC advised the Committee that an initial bid for funding of the EWS had been approved by the Committee in 2019 to support the EWS and to also support the introduction of an assisted psychological therapy practitioner.

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	<p>She added that a paper brought to the Committee in March 2022 had considered extending the funding for a further two years. At that time, the Committee had approved a temporary 3-month funding extension whilst the service explored alternative revenue options.</p> <p>It was noted that a submission for IMTP funding had been unsuccessful although there had been discussions to identify sustainable long-term funding. All of the posts that were currently within the EWS would be secured from April 2023 and so the bid was to secure funding for the 9-month period (between 1 July 2022 to 31 March 2023) to protect the service so it could continue providing care for employees.</p> <p>The DC opened up the third bid to comments and questions.</p> <p>The EDPC advised the Committee that the bid had returned to the Committee because the intention was to make the funding core and to make it sustainable.</p> <p>She added that she hoped the Committee would support the bid so that the Health Board could keep the individuals in post and make the service sustainable going forward. She noted that there were lots of other wellbeing offerings that had been gained through slippage funding that would complement the service.</p> <p>The EDF responded that there was a need for to consider the long-term model for the EWS. She added that it had slipped between the net again and so that piece of work would be required to ensure the bid was not brought back to the Committee again in a years' time.</p> <p>The EDPC responded that the EWS team would be ready to take it to the Business Case Approval Group (BCAG) earlier than originally anticipated.</p> <p>The Director of Corporate Governance advised the Committee that the third bid of £194,864 would need to go to the BoT.</p> <p>The CC advised the Committee that the other items on the agenda would be discussed before coming back to the recommendations on the three bids.</p> <p>The Committee resolved that:</p> <ul style="list-style-type: none"> a) The bid for charitable funds as per delegation of approval limits was considered. b) The further funding for the pilot - Innovation Collision Space was noted c) The bid for charitable funds for the EWS was noted and it was noted that endorsement by the Board of Trustees was required. 	EDF
<p>CFC22/06/009</p> <p style="transform: rotate(-45deg); opacity: 0.5; font-size: small;">Saunders, Nathaniel 12/09/2022 17:00:38</p>	<p>Health Meadow Secured Funding Proposal – Bid 4</p> <p>The Health Meadow Secured Funding Proposal was received.</p> <p>The DC advised the Committee that the bid was to underwrite funding for Our Health Meadow which had come as a result of the steering committee that looked after Our Health Orchard and the Health Orchard appeal set up in October 2017.</p> <p>It was noted that a high-level overview was being received by the Committee and that they were looking for £1.244m to secure the cost of building a Nature Haven.</p> <p>It was noted that Our Health Meadow had looked at lots of different ways in which they could fund it and that the paper had documented that.</p>	

	<p>It was noted that the team had not been successful in its bid to the Welsh Government's (WG) Community facilities program on the basis that WG felt that ,as a Health Charity, it had too significant reserves for them to be able to support the bid funding.</p> <p>The IDDF advised the Committee that the financial context of the Charity had been raised during the Health Charity Financial Position & Detailed Investment Update and noted that the Our Health Meadow bid was a major ask of the Health Board. He noted that it would be very difficult to commit to a £1.5m expenditure without the funds being clearly identified.</p> <p>He added that a structured plan would need to be received by the Committee to see the various funding components.</p> <p>The EDF advised the Committee that it would be difficult to argue that the bid was a Health Board revenue and noted that it would be really important for the Committee to commend the bid and recommend it to the BoT for approval.</p> <p>She added that there was urgency in the bid and so discussions would be required outside of the meeting.</p> <p>The Committee resolved that:</p> <p>a) The submission of the report to the Board of Trustees to seek approval of funds for the construction of the Nature Haven, guardianship and maintenance of the site and art sculpture trail and to continue the work of Down to Earth with Cardiff and Vale University Health Board and Cardiff & Vale Health Charity, in this exemplar project of the Wellbeing of Future Generation Act was supported.</p>	EDF/DC
<p>CFC22/06/010</p>	<p>Health Charity Therapy Puppy Proposal – Bid 5</p> <p>The Health Charity Therapy Puppy Proposal was received.</p> <p>The DC advised the Committee that the bid had been received from the Patient Experience Team and had been endorsed by the Interim Executive Nurse Director (IEND).</p> <p>It was noted that the Health Charity would like to proceed to purchase a dog for emotional support to attend areas 2-3 days per week, for a maximum of two hours per session and that the welfare of the dog had been secured by a volunteer via the Patient Experience Team.</p> <p>It was noted that the puppy would be legally owned and fully paid for by the Health Charity and the anticipated costs associated with the dog would be: food, injections, insurance, training programmes, lead and collar and ongoing health appointments, such as yearly booster vaccinations.</p> <p>The Committee was advised that a budget of no more than £5,000 would be required for the purchase and training of a puppy, vaccinations, health checks, annual insurance, bedding, toys, lead, harness and crate, and a small contingency for emergencies.</p> <p>It was noted that it had been proposed to utilise Staff lottery funds and to name the dog “Lotty”, or similar, to promote the staff lottery contribution.</p> <p>The EDF advised the Committee that a therapy dog would be a fabulous addition for the Health Charity but noted that she had been uncomfortable about the Health Charity owning a dog that would be given to someone who worked for the Health Board to look after.</p>	

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	<p>She added that a discussion offline had taken place regarding whether the Committee could 100% underwrite the purchase, training and use of a therapy dog, but would not actually own it as the Health Charity, and whether, through procurement, an offer of an exclusive contract could be made.</p> <p>The IMTU agreed and noted that he would feel more comfortable to underwrite for somebody else rather than own the dog as a Health Charity.</p> <p>It was noted that the Committee supported the proposal in principle and Committee Members suggested alternative routes should be explored to support the project, which could include engagement with existing and specialised pet therapy organisations that were currently working with the Health Board.</p> <p>The DC advised the Committee that an update would be provided at the next Charitable Funds Committee (CFC) meeting.</p> <p>The Committee resolved that:</p> <p>a) It was supported that to minimise any risks, the Health Charity team would engage with existing and specialised pet therapy organisations, that were currently working with the Health Board and that the Committee would be updated at the next meeting of the Charitable Funds Committee</p>	DC
CFC22/06/011	<p>Events Planner 2022 Update</p> <p>The Events Planner 2022 Update was received.</p> <p>The DC advised the Committee that an updated events planner list would be brought to the Committee at each meeting.</p> <p>She added that Executive and Independent Member presence at events would be beneficial.</p> <p>The Committee resolved that:</p> <p>a) The updated Health Charity Events Planner 2022 was approved</p>	
CFC22/06/012	<p>Third Sector Grants Scheme – Bid 6</p> <p>The Third Sector Grants Scheme was received.</p> <p>The DC advised the Committee that the Health Charity had worked successfully in partnership with Glamorgan Voluntary Services (GVS) and Cardiff Third Sector Council (C3SC) since 2016 to provide grants to Third Sector organisations.</p> <p>It was noted that this had developed strong, effective partnership working between the Third Sector, Health and Local Government that had enabled better integrated planning and delivery of people-centered services that were responsive to local need.</p> <p>It was noted that the Third Sector supported the Health Charity in a number of ways and that a lot of services would not survive without the contribution from the Health Charity.</p> <p>The IDDF asked if the request for money was held against the general reserves.</p> <p>The DC responded that it was.</p>	

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	<p>The IDDF reiterated his concern that the Health Charity was committing to new funding against the general reserve that was already over committed.</p> <p>The Committee resolved that:</p> <ol style="list-style-type: none"> a) The evaluation/feedback report – 2021 was reviewed for assurance. b) The proposal for the allocation of £33,000 to fund the 2022 Third Sector Grants Scheme plus £3,000 for the administration costs of Glamorgan Voluntary Services – Total Funding £36,000, was approved. 	
<p>CFC22/06/013</p>	<p>Proposal for CFC Away day -Sept 2022</p> <p>The Proposal for CFC Away day - Sept 2022 was received.</p> <p>The DC advised the Committee that at the meeting of the CFC held on 1st March 2022, Item CFC2/03/0008 Charitable Funds Internal Costs Report was presented.</p> <p>It was noted that the DC had provided the 4 key elements covered in the report which included:</p> <ul style="list-style-type: none"> • Return on investment of staffing resource, primarily the Fundraising Team. • Overview of roles and responsibilities • Feedback on the current direction of travel of Cardiff & Vale Health Charity. • Ensuring links to the Health Charity Strategy 2019-2025 <p>The following responses were noted by the Committee:</p> <ul style="list-style-type: none"> • Thought was required regarding what the Health Charity was trying to achieve in financial and growth terms. and it was noted that the investment plan would be a part of that. • The CC advised the Committee that the strategy should be reviewed again and that could be done via an Away Day for Independent Members and relevant Health Charity Team members. <p>The DC advised the Committee that the proposed Away Day session would be held at Woodland House on 20th September 2022 where four key criteria would be discussed which included:</p> <ul style="list-style-type: none"> • A review of the current Health Charity Strategy • A review of the current direction of travel for the next 1-3 years • A review of the financial framework in relation to general reserves • The development and growth of the Health Charity <p>The Director of Corporate Governance (DCG) advised the Committee that the Away Day should be facilitated externally to the Committee to ensure proper input.</p> <p>The Committee resolved that:</p> <ol style="list-style-type: none"> a) The four key criteria for the Health Charity Strategy Review Away Day to take place on 20th September 2022 to incorporate the scheduled quarterly meeting of the Charitable Funds Committee, were approved. 	
<p>CFC22/06/014</p>	<p>Clarification of Bids.</p> <p>The EDF advised the Committee that all of the 6 bids discussed during the meeting would require approval, rejection or further work and outlined each bid again with clear recommendations and actions.</p>	

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	<p>It was noted that Bids 1,2 and 3 were all connected around the EWS and noted that they had all been approved by the Committee.</p> <p>The DCG reminded the Committee that Bid 3 for £194,864 would need to be received by the BoT.</p> <p>The EDF advised the Committee that the CFC had a commitment to Bid 4 - Health Meadow Secured Funding Proposal and that it was a big part of the development and strategy and noted that the recommendation within the paper had been supported.</p> <p>The Committee was advised that bid 5 - Health Charity Therapy Puppy Proposal had been supported with a caveat that alternative options would be looked at and provided to the Committee at their next meeting.</p> <p>The EDF advised the Committee that bid 6 - Third Sector Grants Scheme had been approved.</p> <p>It was noted that the total of funding required had started to mount and that the Health Charity would be managing the funds at risk and so the Committee would need to find a solution to that risk.</p> <p>The EDF concluded that the Committee should approve the bids whilst recognising that there was a funding issue with them and that no more bids should be received until work was undertaken on cash flow.</p> <p>The IDDF advised the Committee that approval of the bids would put the Health Charity into an overdraft position and noted that when the expenses went out, selling of investments could be required.</p> <p>He added that based on the information provided by Rathbone and the fact that they had noted an expected recovery, there would be income and cash available there.</p> <p>The Committee resolved that:</p> <ul style="list-style-type: none"> a) The 6 bids were approved noting that (i) Bid 3 (Employee Wellbeing Service) required endorsement from the Board of Trustee and (ii) Bid 4 (Our Health Meadow) was recommended to the Board of Trustee for approval. b) A piece of work around Health Charity cash flow would be received at the next meeting. 	EDF/DC
CFC22/06/015	<p>Health Charity Fundraising Report</p> <p>The Health Charity Fundraising Report was received.</p> <p>The DC advised the Committee that the report provided a summary of the progress and activities of the Health Charity Appeals for the period 1st March - 31st May 2022.</p> <p>The Committee resolved that:</p> <ul style="list-style-type: none"> a) The Fundraising Report was reviewed b) The progress and activities of the Health Charity was noted 	
CFC22/06/016	<p>Reporting Feedback on Successful CFC bids</p> <p>The Reporting Feedback on Successful CFC bids was received.</p>	

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	<p>The DC advised the Committee that three projects had been successful in obtaining funds from the CFC which included:</p> <ul style="list-style-type: none"> • Covid-19 Patient Experience Support Project - £25,000 • Recovery and Wellbeing College Senior Peer Trainer - £31,237.59 • Grow Cardiff - £99,759 <p>The CC advised the Committee that it would be helpful to have an impact analysis report for successful bids which justified the investments made and support provided by the Health Charity.</p> <p>The DC and EDF responded that it would be picked up for the next Committee meeting.</p> <p>The Committee resolved that:</p> <p>a) Assurance of the appropriate use of the allocated charitable funds was noted.</p>	EDF/DC
CFC22/06/017	<p>Staff Benefits Group Report</p> <p>The Staff Benefits Report was received.</p> <p>The EDPC advised the Committee that she would take the paper as read.</p> <p>The Committee resolved that:</p> <p>a) The Staff Benefits Group Report was noted.</p>	
CFC22/06/018	<p>Staff Lottery Bids Panel Report</p> <p>The Staff Lottery Bids Panel Report was received.</p> <p>The DC advised the Committee that she would take the paper as read.</p> <p>The Committee resolved that:</p> <p>a) The content of the Staff Lottery Bids Panel Report was noted.</p>	
CFC22/05/019	<p>Health Charity Updates:</p> <p>The Health Charity Updates were received.</p> <ul style="list-style-type: none"> • <u>Prop Appeal</u> <p>The DC advised the Committee that some of the events within the Prop Appeal had not been held and so a slight dip in the funding had been seen.</p> <p>It was noted that the appeal was separate and that the money did not go into general reserves.</p> <p>It was noted that the Prop Appeal had offered to support a third of the cost of the maintenance of Horatio's Garden which would be reviewed on an annual basis.</p> <p>The Committee resolved that:</p> <p>a) The continued success of the Prop Appeal and associated fundraising events/activities undertaken during 2021/22 were noted.</p>	

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	<p>b) The proposal offered for Horatio's Garden annual maintenance contribution, from The Prop Appeal income, as a third of the overall cost - £3,139 to be reviewed on an annual basis was endorsed.</p>	
CFC22/05/020	<p>Committee Effectiveness Survey Results 2021-2022</p> <p>The Committee Effectiveness Survey Results 2021-2022 were received.</p> <p>The DCG advised the Committee that each Committee of the Board had been presented with the results of its respective effectiveness survey.</p> <p>It was noted that a different tool would be explored for future Committee Effectiveness Survey results because the current tool did not provide the data that the Health Board was looking for.</p> <p>The Committee resolved that:</p> <p>a) The results of the Annual Board Effectiveness Survey 2021-2022, relating to the Charitable Funds Committee were noted.</p>	
CFC22/05/021	<p>Any Other Business</p> <p>No other Business was raised.</p> <p>The Committee resolved that:</p> <p>a) All other business was noted and agreed.</p>	
CFC22/05/022	<p>Date and Time of Next Meeting</p> <p>Tuesday 20 September 2022, 9:00am</p>	

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Action Log
Following Charitable Funds Committee Meeting
21 June 2022
(Updated for 20 September 2022 Meeting)

MINUTE REF	SUBJECT	AGREED ACTION	COMPLETION DEADLINE	LEAD	STATUS
Actions Completed					
CFC22/06/010	Health Charity Therapy Puppy Proposal	Health Charity team to engage with existing pet therapy organisations and update to be provided at the next meeting	20.09.22	Joanne Brandon	COMPLETED On agenda for 20.09.22 – see agenda item 4.3
CFC22/06/016	Reporting Feedback on Successful CFC bids	Impact analysis report for successful bids which justified the investments made and support provided by the Health Charity.	20.09.22	Joanne Brandon	COMPLETED On agenda for 20.09.22 – see agenda item 4.2
Actions in Progress					
BT 22/04/007	Charity Current Financial Position	£0.350 had been drawn down from the investments for capital purposes and noted how that would be distributed would be looked at and reported back to the Trustee via the Charitable Funds Committee.	6 December 2022	Catherine Phillips/Robert Mahoney	Update by 6 December 2022
CFC22/06/007	Charity Financial Position	A forecast of what the general funds could achieve would be received by the Committee in September which would cover costs, income potential from dormant funds as well as other legacies and donations.	6 December 2022	Catherine Phillips/Robert Mahoney	Update by 6 December 2022
CFC22/06/009 And CFC 22/06/014	Health Meadow Secured Funding Proposal	Committee to receive a structured plan which sets out the financial commitment including the various funding components, timings of the same, funding sources.	6 December 2022	Catherine Phillips/Robert Mahoney, Joanne Brandon	Update by 6 December 2022

MINUTE REF	SUBJECT	AGREED ACTION	COMPLETION DEADLINE	LEAD	STATUS
CFC22/06/014	Clarification of Bids.	A piece of work around Health Charity cash flow to be received at the next meeting.	6 December 2022	Robert Mahoney / Catherine Phillips / Joanne Brandon	Update by 6 December 2022
Actions referred to committees of the Board					
CFC22/06/008 and CFC22/06/014	Over 25K bid for approval – Bid 3 (Employee Wellbeing Service)	The bid for charitable funds for the Employee Wellbeing Service was noted by the Committee and it was noted that endorsement by the Board of Trustees was required.	01.09.22 (Board of Trustees Meeting)	Catherine Phillips/Jo Brandon	Update By 20.09.22 Bid required Board of Trustee's endorsement and is on the Board of Trustee September agenda (agenda item 7.3).

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Report Title:	Charitable Funds Financial Position Report for the Period Ended 31st August 2022.			Agenda Item no.	2.1
Meeting:	Charitable Funds Committee	Public	X	Meeting Date:	20.09.22
		Private			
Status <i>(please tick one only):</i>	Assurance	x	Approval	Information	
Lead Executive:	Executive Director of Finance				
Report Author (Title):	Deputy Director of Finance				
Main Report					
Background and current situation:					

Background and current situation:

The Board of Trustee has delegated authority to oversee the financial management and stewardship of the charitable funds. The financial update report aims to:

- Provide information on the year to date financial performance of the Charity for the period April 2022 to the period 31st August 2022

Assess the forecast financial position of the Charity against commitments already made.

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

There are three key issues to bring to the attention of the Charitable Funds Committee. These are:

- The value of the Charitable Funds decreased by £0.589m for the period ending 31st August 2022.
- The stock market recovered from the June position with cumulative losses down from £0.390m to £0.251m for the period ending 31st August 2022;
- General Reserves are currently overcommitted against outstanding commitments to the value of £0.975m

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

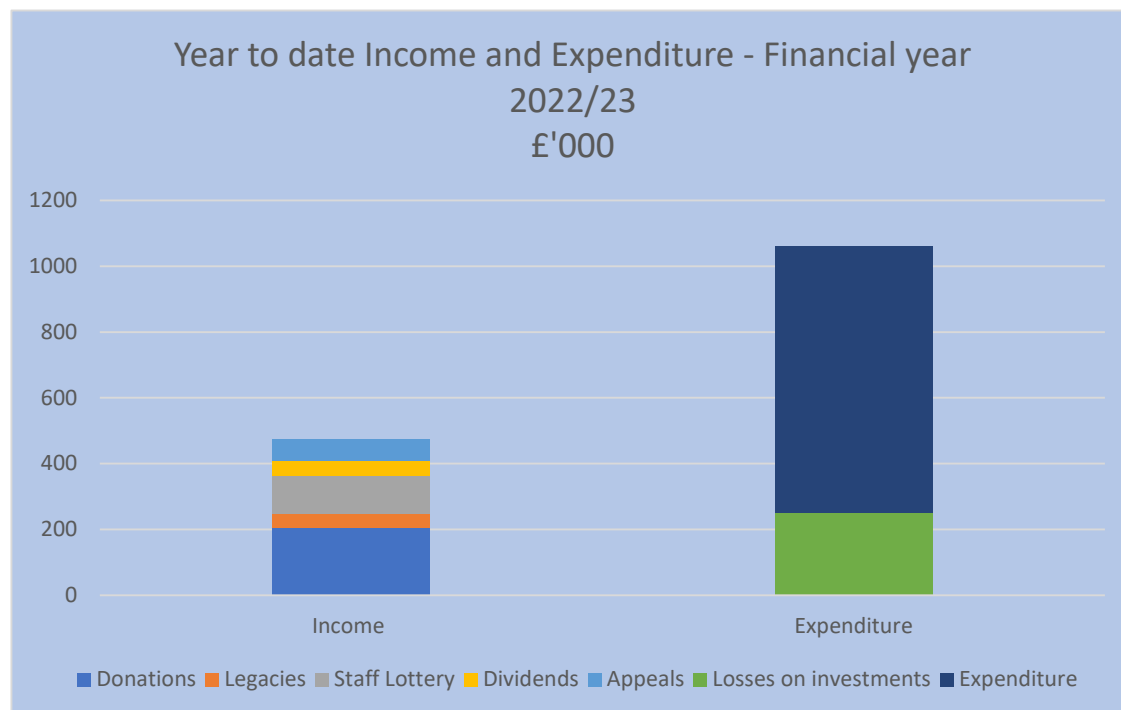
Financial Performance for 31st August 2022

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 August 2022.

	Unrestricted Funds £'000	Restricted Funds £'000	Endowment Funds £'000	Total Funds £'000
Fund Balances brought forward April 2022	4,680	1,784	2,524	8,988
Total Income Resources	279	195		474
Total Resources Expended	-606	-206		-812
Net Incoming/(Outgoing) Resources	-327	-11	0	-338
Gains / (Losses) on Investment Assets	-249		-2	-251
Fund Balances carried forward August 2022	4,104	1,773	2,522	8,399
Net Movement in Funds	-576	-11	-2	-589

Table 1 shows the Charity generated £0.474m of income and spent £0.812m for the first five months of the financial year. This has resulted in net expenditure of £0.338m. In addition, the charity also had market value loss on its investments of £0.251m for the period compared to the April 2022 valuation. This also takes into consideration the cash withdrawal of £0.350m. The combined effect of these results is a net decrease in fund balances for the period ending August 2022 of £0.589m. This is shown in the following chart.



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

Table 2: Schedule of Income for the period to 31st August 2022

Income	Unrestricted £000	Restricted £000	Total £000	21/22 To August £000	20/21 To August £000
Legacies	45		45	13	1
Donations	191	3	194	287	1,071
Staff Lottery		116	116	92	82
Appeals		76	76	35	24
Dividend Income	43		43	38	32
Total Income	279	195	474	465	1,210

This table shows a reduction in the donations received in comparison to financial year 2020/21 which included some significant acts of generosity from individuals and a large contribution from NHS Charities together.

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

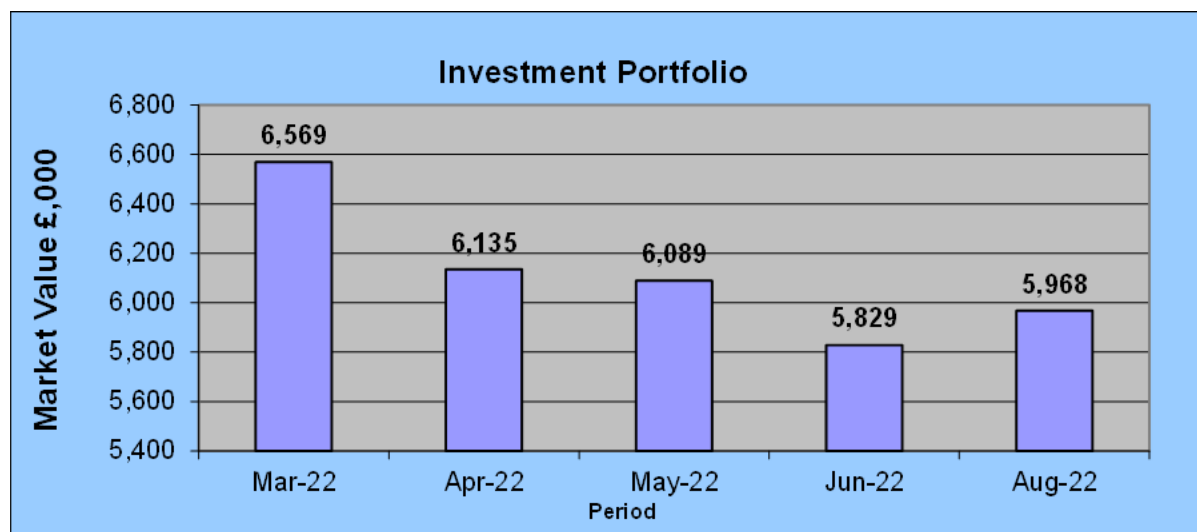
Table 3: Summary Balance Sheet as at 31st August 2022

	Opening Balance £000 01.04.22	Closing Balance £000 31.08.22
Fixed Assets		
Investment Portfolio	6,569	5,968
Rookwood Hospital	2,479	2,479
Net Current Assets / Liabilities	-60	-48
Total Net Assets	8,988	8,399
Unrestricted Funds	4,680	4,104
Restricted Funds	1,784	1,773
Endowment Funds	2,524	2,522
Total Funds	8,988	8,399

The fund balances have decreased by £0.589m in the period to £8.399m. Of the closing fixed asset balance, £2.479m relates to Rookwood Hospital with the balance of £5.968m relating to the investment portfolio. Of the net current liabilities closing balance of £0.048m, some £0.198m is supported with cash (which includes the cash withdrawal of £0.350m from the investment portfolio), with the balance being net current liabilities of £0.246m.

The following graph shows the investment portfolio's performance from April 2022 to August 2022.

Table 4: Summary of Investment Portfolio Performance



The investment portfolio started the financial year with a market value of £6.569m. The value has decreased to £5.968m for the period ending August 2022, which includes a £0.350m cash withdrawal in May 2022. This has resulted in a market value loss of £0.251m for the period ending August 2022 compared to the opening balance of £6.569m.

In summary the value of the Charitable Funds has decreased by £0.589m in the current year to £8.399m. This decrease represents net expenditure of £0.338m and market value losses of £0.251m.

Forecast Financial Position of the Charity's General Reserves

Whilst the charity has a net worth of £8.399m, 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 negative value of (£0.019m) made up of the following:

- Consolidated general reserve fund balance of £0.232m
- Year to date investment losses of (£0.251m);

Against these general reserves the Charity has approved a number of bids which has resulted in significant financial commitments. These are assessed at being circa **£0.956m** and are summarised below

Table 5: Outstanding commitments against General Reserves

Commitments	Approved £	Outstanding £	Comment
	£'000	£'000	
UHB Transport Solutions	392	62	
Staff Recognition Awards	20	20	£5k per year - 4 years outstanding
Cost of Fundraising Team 2022/23	495	246	Full year £407 (net of recharge) less £161k expenditure to date
Less Make it Better Fund recharge	-14		
Less Staff Lottery recharge	-32		
Less Appeal Funds recharge	-25		
Less NHS Charities Fund Recharge	-17		
Forget-me not Choir	13	13	
Welsh Transplant Team	40	40	Up to 8k per year for 5 years
Neurological Gardens	192	145	Neuro garden costs
Neurological Gardens - On-Going Maintenance Cost	94	94	£9,418 year 10 years
Courtesy Car UHL	33	21	Commencement of scheme following Covid -19 pandemic
Improving the environment of the Wellbeing Service	60	60	
Innovation collision space to support our people and culture	24	24	
Third Sector Grants	36	36	
Employee Wellbeing Service	195	195	
Total	1,506	956	

This means that general reserves are over committed by circa £0.975m. A key driver for this is the year to date performance of the investment portfolio, which has achieved losses of £0.251m for the period ending August 2022.

Further financial opportunities include:

Utilisation of Dormant Funds:

The finance charity team will continue to monitor dormant funds and will transfer to general reserve where appropriate in line with the financial control procedure. The next review is due to concluded in October 2022 for the period ending March 2022.

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

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

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

Recommendation

The Committee are requested to:

- **NOTE** the financial position of the Charity;
- **NOTE** the performance of the investment portfolio;
- **NOTE** the over commitment of the general reserve

Link to Strategic Objectives of Shaping our Future Wellbeing:

Please tick as relevant

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	
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

Prevention		Long term	X	Integration		Collaboration		Involvement	
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Impact Assessment:

Please state yes or no for each category. If yes please provide further details.

Risk: Yes/No

n/a

Safety: Yes/No

n/a

Financial: Yes/No

n/a

Workforce: Yes/No

n/a

Legal: Yes/No

n/a

Reputational: Yes/No

n/a	
Socio Economic: Yes/No	
n/a	
Equality and Health: Yes/No	
n/a	
Decarbonisation: Yes/No	
n/a	
Approval/Scrutiny Route:	
Committee/Group/Exec	Date:

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Report Title:	OVER £25k BIDS FOR APPROVAL			Agenda Item no.	3.1
Meeting:	CHARITABLE FUNDS COMMITTEE	Public	<input checked="" type="checkbox"/>	Meeting Date:	20.09.22
		Private	<input type="checkbox"/>		
Status <i>(please tick one only):</i>	Assurance <input type="checkbox"/>	Approval <input type="checkbox"/>	Information <input type="checkbox"/>		<input checked="" type="checkbox"/>
Lead Executive:	Catherine Phillips, Executive Director of Finance				
Report Author (Title):	Joanne Brandon, Director of Communications, Arts, Health Charity and Engagement				
Main Report					
Background and current situation:					
NONE RECEIVED FOR THIS PERIOD					
GENERAL RESERVES CLOSED TO NEW BIDS CURRENTLY					
Executive Director opinion and Key Issues to bring to the attention of the Board/Committee:					
N/A					
Recommendation:					
N/A					
Link to Strategic Objectives of Shaping our Future Wellbeing: <i>Please tick as relevant</i>					
1. Reduce health inequalities	<input 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 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 type="checkbox"/>		
4. Offer services that deliver the population health our citizens are entitled to expect	<input type="checkbox"/>	9. Reduce harm, waste and variation sustainably making best use of the resources available to us	<input 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 type="checkbox"/>		
Five Ways of Working (Sustainable Development Principles) considered <i>Please tick as relevant</i>					
Prevention <input type="checkbox"/>	Long term <input type="checkbox"/>	Integration <input type="checkbox"/>	Collaboration <input type="checkbox"/>	Involvement <input type="checkbox"/>	
Impact Assessment: <i>Please state yes or no for each category. If yes please provide further details.</i>					
Risk: No					
Safety: No					
Financial: No					

Workforce: No	
Legal: No	
Reputational: No	
Socio Economic: No	
Equality and Health: No	
Decarbonisation: No	
Approval/Scrutiny Route:	
Committee/Group/Exec	Date:

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Report Title:	Health Charity Fundraising Report		Agenda Item no.	4.1
Meeting:	Charitable Funds Committee	Public <input checked="" type="checkbox"/>	Meeting Date:	20th September 2022
Status <i>(please tick one only):</i>	Assurance <input type="checkbox"/>	Approval <input type="checkbox"/>	Information <input checked="" type="checkbox"/>	
Lead Executive:	Catherine Phillips, Executive Director of Finance			
Report Author (Title):	Joanne Brandon, Director of Communications, Arts, Health Charity and Engagement			

Main Report

Background and current situation:

Background and current situation:

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

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

A Fundraising report is provided to the Charitable Funds Committee on a quarterly basis. This report covers the progress and activities of the Health Charity Appeals for the period 1st June - 31st August 2022.

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

I am pleased to provide an updated report on the activities of the Health Charity during the period 1st June – 31st August 2022.

Further information on events financial forecasting and income/expenditure is available as required.

Recommendation:

The Committee is requested to:

- Review the Fundraising Report for information and **NOTE** the progress and activities of the Health Charity as advised.

Link to Strategic Objectives of Shaping our Future Wellbeing:

Please tick as relevant

1. Reduce health inequalities	<input 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 checked="" type="checkbox"/>
3. All take responsibility for improving our health and wellbeing	<input checked="" 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 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 type="checkbox"/>

Five Ways of Working (Sustainable Development Principles) considered

Please tick as relevant

Prevention		Long term		Integration	√	Collaboration	√	Involvement	√
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Impact Assessment:

Please state yes or no for each category. If yes please provide further details.

Risk: No

Safety: No

Financial: No

Workforce: No

Legal: No

Reputational: No

Socio Economic: No

Equality and Health: No

Decarbonisation: No

Approval/Scrutiny Route:

Committee/Group/Exec

Date:

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Health Charity Fundraising Report June - August 2022

	<ul style="list-style-type: none"> • The Prop Appeal was presented with a cheque for £9,445 by Len and Sarah Nokes, for funds raised at the Charity Golf day held at Whitchurch Golf Club, in tribute to their daughter Claire.
	<ul style="list-style-type: none"> • Irene Hicks has reached an incredible fundraising target of £200,000, raised for the Breast Centre Appeal since 2014, and has decided to retire from fundraising at this point. A personal retirement event and a Breast Centre Afternoon Tea to celebrate this achievement are taking place in September and October '22 respectively. • A Breast Centre patient has made a generous donation of £2,500 to the appeal following the end of her treatment.
<p style="text-align: center;">Legacy/ Gifts in Will</p> 	<ul style="list-style-type: none"> • Legacy donations received since 1st April 2022: £43,384.46. • Legacy donations have supported the following: <ul style="list-style-type: none"> - installation of motivational artwork at the Spinal Rehab Gym, UHL plus purchase of kitchen items for the Spinal Unit. - vehicle lease extension and Pedal Power costs within Mental Health Services for Older People at UHL.
	<ul style="list-style-type: none"> • Dilys Jackson Sculpture The Health Charity held a sealed bid auction for the sculpture 'Romanesco Pollen Form III' donated by Dilys Jackson, which raised £110. This coincided with the launch of another of her sculptures entitled 'Pollen Sculpture' at Our Health Meadow, UHL. • NHS Big Gig This event, supported by Health Charity Patron, Nathan Wyburn and held at St Andrew's Coffee Court, featured performances from a range of talented buskers from the local community, and raised £134 for the Arts Programme.
	<ul style="list-style-type: none"> • The next Health Charity 'SuperMegaDraw' will take place in November 2022 with a single prize winner of £22,000, in addition to the regular four weekly £1,000 winners.
 <p style="font-size: small; transform: rotate(-90deg); position: absolute; left: -100px; top: 50px;">Saunders:reaman 12/09/2022 17:00:39</p>	<ul style="list-style-type: none"> • Income of £200 has been received from Think Inks, the ink cartridge recycling scheme. Updated company branding has been received and added to the communications plan for further promotion. • The Health Charity is researching an option to place 'Choose to Re-Use' clothes recycling bins on our hospital sites, with further information to follow.
	<ul style="list-style-type: none"> • The NHS 5K- Do It Your Way took place at Pontcanna Fields, with 50 people registered for

	<p>the event and a total of £1,795 raised for the Make It Better Fund. This was the first year of Health Charity involvement in the event, with plans to increase this in 2023 as part of the NHS@75 Celebrations.</p>
	<ul style="list-style-type: none"> • An Outdoor Cinema Event took place on Sunday 14th August in support of Our Health Meadow. The Health Charity was able to raise public awareness and share information on ways to support and engage with the project.
	<ul style="list-style-type: none"> • NHSCT Stage 2 monies Received notification that we have successfully secured a further grant from Stage 2 NHS CT of £121,409.00 • The Health Charity is currently liaising with NHSCT to comply with some conditions of this grant allocation in relation to Our Health Meadow. • Monies are allocated to; <ul style="list-style-type: none"> Our Health Meadow - £41,488.00 Arts social prescribing project - £79,921.00
	<ul style="list-style-type: none"> • Staff donations via the 'In for a Penny' fundraising scheme is just under £160 per month. https://healthcharity.wales/hospital-staff/in-for-a-penny/ • The Health Charity has recently met with representatives from the People and Culture Department, to explore options to encourage employees to sign up to this scheme. Further discussions are planned and updated information to be included on the Learning@Wales website.

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Report Title:	REPORTING FEEDBACK ON SUCCESSFUL CFC BIDS		Agenda Item no.	4.2
Meeting:	CHARITABLE FUNDS COMMITTEE	Public	<input checked="" type="checkbox"/>	Meeting Date:
		Private	<input type="checkbox"/>	
Status <i>(please tick one only):</i>	Assurance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>
Lead Executive:	CATHERINE PHILLIPS, EXECUTIVE DIRECTOR OF FINANCE			
Report Author (Title):	JOANNE BRANDON, DIRECTOR OF COMMUNICATION, ARTS, HEALTH CHARITY AND ENGAGEMENT			

Main Report

Background and current situation:

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

The Charitable Funds Committee is asked to support a number of projects across Cardiff and the Vale of Glamorgan. The project leads are required to provide a report outlining the projects outcomes, any lessons learned and the impact of the project on its intended recipients.

Following a successful bid to the Charitable Funds Committee, the Health Charity aims to provide assurance to the Committee through regular reports* on the spend and the associated impact/improvement.

This paper provides the following reports:

Project	Amount	Report
Staff Outdoor areas	£79,800.00	Final
Our Health Meadow	£80,000.00	Final

Funding for the Staff outdoor areas project was secured by an application to NHS Charities Together.

***Appendix 1 is a record of all CFC bids for information only.**

Staff outdoor areas / haven spaces

Following the extreme pressures on NHS colleagues over the past 2 years, the Health Charity team have listened carefully to comments and suggestions from Health Board staff who have expressed the need for dedicated outdoor areas to enable them to take time away from the stresses of their daily working lives.

With funding received from NHS Charities Together (NHSCT), Cardiff & Vale Health Charity were able to progress a project to create outdoor staff haven spaces at University Hospital of Wales, University Hospital Llandough, Cardiff Royal Infirmary, St David's Hospital and Barry Hospital all with the purpose of enabling staff to access an outdoor environment to rest and reflect.

The detailed proposal for this NHSCT Stage 3 Covid-19 Recovery Grant Application process, was to provide "designated outside space for staff to aid recovery after COVID-19". The requirements were to ensure each outdoor space would be welcoming, calming, multifunctional, provide seating areas and other areas of interest such as art/sculptures, plants, trees and calming sounds, overall an environment to rest and reflect.

Working with contractors, Countrywide, The Health Charity Team oversaw this project to completion with all outside areas already in use. Feedback from staff across all Health Board sites has been very positive from staff.

Going forward, the Arts Team has commissioned a series of artwork/ sculptures from a Welsh artist to further enhance the completed areas and installation is in progress.



Staff Lottery charitable funds are also supporting a gardening project for staff, to include the provision of raised beds for these areas, to facilitate future workshops being arranged by the Green group.

Staff on all sites have been utilizing the extra seating provision provided and this has been particularly welcomed in the recent hot weather.

Our Health Meadow

Our Health Meadow site is provided to assist in the improvement of the health and wellbeing of patients, staff, visitors and the community of Cardiff and Vale University Health Board. It also offers clinically recognised therapeutic benefits and involves coproduction with clinical board. Being outside overall improves an individual's mental health and wellbeing. Opportunities for social prescribing for patients will be possible in the future through this project and development of the scheme.

Ten groups per week, including service users from the Community Brain injury and Mental Health Services, asylum seekers and refugees, and people with neurodivergent conditions continue to attend site; plus sessions have been arranged to support staff wellbeing. All participants engage in activities that cares for, protects and improves the biodiversity of the land whilst improving their mental health, socialisation and skills set.

Funds were secured from General Reserves (approved by the CFC in March 2022) to provide the project with a secure financial platform and ensuring that the staff wellbeing provision, and design requirements were established prior to commencing the 'on site' construction / building work. This also allowed the scheme to progress in line with agreed timescales. This contributed to the enabling works required to support welfare facilities and pre-project works i.e. preparing the ground and installing essential services ready for a capital build project to commence.

Charitable funding has enabled the Health Charity to facilitate the design team to produce the capital build specification. The Health Charity is working with Procurement and Capital, Estates and Facilities to commission a cost advisor to progress and oversee the project and ensure the Health Board and Health Charity receive value for money and deliver on quality throughout the process. An exact timescale for this appointment is yet to be determined. These costs are required to enable the project to progress to mobilization and construction phase:

The Health Charity is currently co-working with the Finance Team to further inform the Charitable Funds Committee and Board of Trustees of the future funding requirements to deliver the capital build scheme.

	Projected costs	Actual Cost
Welfare infrastructure	£20,000	£24,617.12
Appointment of posts, including principal designer via Down to Earth in preparation of Stage 5 & 6 of process	£40,000	£39,814.00
Appointment of Cost advisor for scheme to ensure Health Board and Health Charity receive value for money and deliver on quality.	£20,000	Awaiting invoice via Capital, Planning and Facilities
	£80,000	Spent to date - £64,431.12

ASSURANCE for all of the above projects 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

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

I am pleased to submit this report to the Charitable Funds Committee, which demonstrates the success of funding secured from NHS Charities Together, which has positively impacted patients, staff and the wider community of Cardiff and Vale University Health Board.

Recommendation:

The Charitable Funds Committee is requested to:

- **Receive this report as assurance** of the appropriate use of the allocated charitable funds.

Link to Strategic Objectives of Shaping our Future Wellbeing:

Please tick as relevant

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	
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Five Ways of Working (Sustainable Development Principles) considered
Please tick as relevant

Prevention	√	Long term	√	Integration	√	Collaboration	√	Involvement	√
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Impact Assessment:
Please state yes or no for each category. If yes please provide further details.

Risk: No
Safety: No
Financial: No
Workforce: No
Legal: No
Reputational: No
Socio Economic: No
Equality and Health: No
Decarbonisation: No

Approval/Scrutiny Route:

Committee/Group/Exec	Date:

Saunders, Nathan
12/09/2022 17:00:39

Charitable Funds Committee Approved Bids - March 2018 - current date

CFC Meeting Date	Charitable Bid Name	Bid Report Author	Bid Report Lead	Total Approved	Update report to Committee	Interim report	Final Report to Committee	Comments
11 th September 2018	Staff Recognition Awards	Learning Education & Development	Exec. Director of Workforce & OD	£ 25,000.00		Dec '22	Ongoing	Bid approved by CFC
4 th November 2020	Keeping Me Well and Recovery from COVID	Emma Cooke / Luke Fox	Executive Director of Therapies and Healthcare Scientists	£ 164,000.00	Nov-21	Dec '22	Dec'23	Bid endorsed by CFC and Approved by BoT - Nov 2020 - BALE APPROVED FUNDS
27 th April 2021	Grow Cardiff – 2 yr social prescribing project	Isla Horton/ Georgina Burke	Exec Nurse Director	£ 99,759.00	Jun-22	N/A	Dec-23	Bid approved by CFC - NHSCT FUNDS
29 th June 2021	Clinical Psychologist for Covid-19 High Care Wards: Patient and Staff Support Project	Richard Cuddihy/ Julie Highfield	Director of Operations	12,500*	N/A	N/A	Dec-23	* Original bid for £25,000 approved by CFC - June '21. Reviewed in July '22 by Finance (CP and RM) as funds not spent in '21-'22 due to further income received by dept. from WG. Finance agreement to fund 50% of bid (£12,500) to be spent in '22-'23.
21 st September 2021	Our Health Meadow	Simone Joslyn	Head of Health Charity and Arts programme	£ 80,000	N/A	N/A	Sep-22	Bid approved by CFC
6 th December 2021	Social prescribing project within Child Health	Rose Whittle	Directorate Manager. Community Child Health	£ 180,000.00	Mar-23	N/A	Mar-24	Bid endorsed by CFC and Approved by BoT - Jan 2022 - NHSCT FUNDS
6 th December 2021	Outdoor Staff Havens	Simone Joslyn	Head of Health Charity and Arts programme	£ 79,800.00	N/A	N/A	Sep-22	Bid approved by CFC - NHSCT FUNDS
6 th December 2021	Welsh Transplant Games - 5 year project	Shaun Thomas, Senior Renal Youth Worker	We are requesting flexible funding between £5000-£8000 a year, i.e. total costs of between £25,000 - £40,000 .	as bid - max £8k/year £40k - 5 yrs	Dec '22	Dec '24	Dec '26	Bid approved by CFC
1 st March 2022	Forget Me Not Family Choir: A Choir for Bereaved Dementia Carers - 12 month pilot project	Mark Jones	Young Onset Dementia Care Advisor, MHSOP	£ 12,500.00	N/A	N/A	Sep-23	Bid approved by CFC
21 st June 2022	Improving The Environment of the Employee Wellbeing Service)	Simone Joslyn	Head of EWS	£ 60,000.00	N/A	N/A	March '23	Bid approved by CFC
21 st June 2022	Innovation Collision Space to support our People and Culture	Zoe Hilton	Exec Director of People and Culture	£ 24,000.00	N/A	N/A	March '23	Bid approved by CFC
21 st June 2022	Employee Wellbeing Service - Proactive Wellbeing Support for Staff and Managers	Nicola Bevan	Exec Director of People and Culture	£ 194,864	June '22 - further bid received	N/A	Sept '23	Bid 1 - £282,000 - project funding bid endorsed by CFC Sept '20/ approved by BoT - Nov'20. Bid 2 - £194,864 - bid for funding extension endorsed by CFC June '22 / approved by BoT - Sept '22

Saunders Nathan
12/09/2022 17:00:39

Charitable Funds Committee Approved Bids - March 2018 - Sept 2021

Date Approved	Charitable Bid Name	Bid Report Author	Bid Report Lead	Total Awarded	Update report to	Final Report to Committee
20 th March 2018	Information Screens	Michelle Fowler	Exec. Nurse Director	£ 24,750.00		Completed Mar-20
29 th March 2018	Nutrition & Hydration Extension	Nutrition & Dietetics Services Lead	Exec. Director of Therapies & Health Science	£ 295,000.00		Completed Mar-20
11 th December 2018	First Impressions, Barry Hospital	Peter Welsh	Maria Battle	£ 99,500.00		Completed Dec-19
11 th December 2018	IBD Service at UHL	Claire Tibbatts, UHL	Sarah Edwards	£ 20,000.00	Mar-20	Completed Sep-20
11 th December 2018	Arts Funds Bids	Simone Joslyn	Maria Battle	£ 70,000.00		Completed Mar-20
11 th December 2018	BSL Training & Awareness	Angela Hughes	Exec. Nurse Director	£ 29,928.00	Jun-19	Completed Sep-20
11 th December 2018	Promoting Health Charity Visibility	Simone Joslyn	Akmal Hanuk	£ 60,000.00		Completed Dec-19
19 th March 2019	Sustainable Travel for UHB	Joanne Brandon	Abigail Harris	£ 391,854.00	Dec-19	Completed Nov-20
11 th June 2019	RITA	Joanne Wilson	Exec. Nurse Director	£ 28,776.00	May 2020	Completed Sep-20
11 th June 2019	Dental Information Screens	Eira Yassien	Chief Operating Officer	£ 13,084.80		Completed Mar-20
11 th June 2019	Health Charity Website	Simone Joslyn	Exec Nurse Director	£ 12,410.00		Completed Sep-20
4 th November 2020	Provide a Staff Haven at University Hospital Wales	Nicola Bevan	Director of Workforce and OD	£ 54,000.00		Completed Mar-21
27 th June 2019	Employee Wellbeing Service	Nicola Bevan	Director of Workforce and OD	£ 352,586.00	Sep-20	Completed Jun-21
27 th June 2019	Disposal of Rookwood	Nicola Foreman	Director of Governance	£ 155,000.00		Completed Jun-21
9 th Feb 2021	St David's Children Centre Environmental Improvements - Children, Young People &	Katie Simpson	Exec Nurse Director	£ 39,353.42		Nov-21
25 th January 2021	Covid-19 Patient Experience Support Project	Angela Hughes	Exec Nurse Director	£ 25,000.00		May-22
25 th January 2021	Recovery and Wellbeing College Senior Peer Trainer	Hannah Moreland-Jones	Exec Nurse Director	£ 31,237.59		May-22

Saunders Nathan
12/09/2022 17:00:39

Report Title:	Health Charity Therapy Dog Proposal			Agenda Item no.	4.3
Meeting:	Charitable Funds Committee	Public	<input checked="" type="checkbox"/>	Meeting Date:	20 September 2022
		Private	<input type="checkbox"/>		
Status <i>(please tick one only):</i>	Assurance <input type="checkbox"/>	Approval <input checked="" type="checkbox"/>		Information <input type="checkbox"/>	
Lead Executive:	Catherine Phillips, Executive Director of Finance				
Report Author (Title):	Joanne Brandon, Director of Communications, Arts, Health Charity and Engagement				

Main Report

Background and current situation:

A proposal for the Health Charity to engage in a project to procure a Therapy puppy was submitted to the Charitable Funds Committee in June '22.

The DC advised the Committee that the bid had been received from the Patient Experience Team and had been endorsed by the Interim Executive Nurse Director (IEND).

It was noted that the Health Charity proposed to purchase a dog to provide emotional support to service users with a planned attendance at identified areas approx. 2-3 days per week, for a maximum of two hours per session, and that the welfare of the dog would be provided by an identified volunteer via the Patient Experience Team.

It was noted that the puppy would be legally owned and fully paid for by the Health Charity and the anticipated costs associated with the dog would be: food, injections, insurance, training programmes, lead and collar and ongoing health appointments, such as yearly booster vaccinations.

The Committee was advised that a budget of no more than £5,000 would be required for the purchase and training of a puppy, vaccinations, health checks, annual insurance, bedding, toys, lead, harness and crate, and a small contingency for emergencies.

Reservations were raised about the Health Charity owning a dog that would be looked after by a volunteer for the Health Board, who would have day to day responsibility for its welfare.

It was suggested that a more appropriate approach may be for the Health Charity to engage with a third-party provider who owns and is responsible for the dog but the Health Charity could support for therapy purposes.

It was noted that whilst the Committee supported the proposal in principle, Committee Members suggested alternative routes should be explored to support and deliver the project, which could include engagement with existing and specialised pet therapy organisations that were currently working with the Health Board.

The Committee resolved that:

It was supported that to minimise any risks, the Health Charity team would engage with existing and specialised pet therapy organisations, that were currently working with the Health Board and that the Committee would be updated at the next meeting of the Charitable Funds Committee

Signed: Nathan
17/09/2022 17:00:39

UPDATE - 31.08.2022

As requested, the Health Charity has explored alternative options to support this proposed project.

Discussions have taken place with 'Cariad Pet Therapy' and 'Pets as Therapy Dogs', who agree that animal welfare needs to be paramount.

Feedback received is that for a dog to be considered to become a visiting therapy dog it needs to be able to demonstrate an affiliative nature in consenting to making social connections with humans not known to them, without coercion from its handler/owner. It all starts with the dog demonstrating these qualities and having a calm temperament, not with an owner/school/healthcare setting deciding this is what a dog will become with training.

Professional advice received is that you cannot train a dog to be a therapy dog as it must possess the necessary qualities naturally. A therapy dog must live at home as a pet and do all the things pets like to do i.e. sleep, rest, play, exercise and any therapy dog visit should only be for 90 minutes maximum.

It was noted that in the event that any of the following potential issues arose, these could potentially impact the Health Charity's reputation:

- the volunteer minder failing to bond with the animal
- training or therapy activities may not be appropriate for the pet at a young age
- if pet care could no longer be provided by the minder or in the event that the pet became ill and visits were no longer possible

Therefore, to minimise any potential risks, the Health Charity Team wishes to withdraw its original proposal and proposes to engage with existing and specialised pet therapy organisations which are currently working with the Health Board to support charity events.

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

Further to the above update, the original proposal is to be withdrawn and a recommendation for the Health Charity to proceed with the planned engagement with existing Health Board specialist pet therapy projects as relevant.

Recommendation:

The Committee is requested to **note** the Health Charity decision not to proceed with the proposed project.

Link to Strategic Objectives of Shaping our Future Wellbeing:

Please tick as relevant

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

Prevention	√	Long term	√	Integration		Collaboration	√	Involvement	√
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Impact Assessment:

Please state yes or no for each category. If yes please provide further details.

Risk: No

Safety: No

Financial: No

Workforce: No

Legal: No

Reputational: No

Socio Economic: No

Equality and Health: No

Decarbonisation: No

Approval/Scrutiny Route:

Committee/Group/Exec | Date:

Saunders, Nathan
12/09/2022 17:00:39

Report Title:	HEALTH CHARITY EVENTS PLANNER 2022 UPDATE		Agenda Item no.	4.4	
Meeting:	CHARITABLE FUNDS COMMITTEE	Public	<input checked="" type="checkbox"/>	Meeting Date:	20th September 2022
		Private	<input type="checkbox"/>		
Status <i>(please tick one only):</i>	Assurance <input type="checkbox"/>	Approval <input type="checkbox"/>	Information <input checked="" type="checkbox"/>		

Lead Executive: **Catherine Phillips, Executive Director of Finance**

Report Author (Title): **Joanne Brandon, Director of Communications, Arts, Health Charity and Engagement**

Main Report

Background and current situation:

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

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

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

- Support individual appeals for Clinical Boards and fundraisers
- Involve and support staff members in their individual fundraising for the HC
- Raise awareness of the Health Charity’s fundraising activities to encourage staff and public involvement, improve sponsorship and partnership opportunities
- It was raised at the Charitable Funds Committee to request formal support and to obtain agreement across the Management Executive attendance and support of events.

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

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

Recommendation:

The Committee is requested to:

- a) Note** the updated Health Charity Events Planner 2022 and to indicate individual interests in attending/supporting events.

Link to Strategic Objectives of Shaping our Future Wellbeing:

Please tick as relevant

1. Reduce health inequalities	<input 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 checked="" type="checkbox"/>
3. All take responsibility for improving our health and wellbeing	<input checked="" 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 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		10. Excel at teaching, research, innovation and improvement and provide an environment where innovation thrives	√
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Five Ways of Working (Sustainable Development Principles) considered

Please tick as relevant

Prevention		Long term		Integration	√	Collaboration	√	Involvement	√
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Impact Assessment:

Please state yes or no for each category. If yes please provide further details.

Risk: No

Safety: No

Financial: No

Workforce: No

Legal: No

Reputational: No

Socio Economic: No

Equality and Health: No

Decarbonisation: No

Approval/Scrutiny Route:

Committee/Group/Exec

Date:

Saunders, Nathan
12/09/2022 17:00:39

Health Charity Events List 2022







Key: ■ Charity led ■ Supporter led ■ Event has taken place

Event	Description	Lead Executive	Engagement Level
<p>Cardiff Half Marathon 2022</p> <p>Registered Charity No. 1056544</p>	<p>Spaces available to support Cardiff & Vale Health Charity.</p> <p>Sunday 2nd October</p> <p>10.00am</p> <p>Cardiff</p>		<p>Public event. Health Charity supporters participating in run.</p> <p>Health Charity representative attending to show support to runners.</p>
<p>The Welsh Three Peaks Challenge</p> <p>Registered Charity No. 1056544</p>	<p>Charity challenge to support Cardiff & Vale Health Charity.</p> <p>Sunday 16th October 2022</p>	Meriel Jenney completing.	
<p>Prop Appeal Masquerade Halloween Ball</p>	<p>Raising funds to support Brain Injury Rehabilitation Patients</p> <p>Friday 28th October</p> <p>7.00pm – 12.00am</p> <p>Mercure Holland House</p> <p>Tickets £45</p>		<p>Charity led open event with welcome, introduction with thank you message to supporters in attendance.</p> <p>Message to be provided by Health Charity representative.</p>
<p>Cardiff Lottery £22,000 SuperMegaDraw</p> <p>Saunders & Mathen 12/09/2022 17:00</p>	<p>Friday 25th November</p> <p>1.30pm – 2.00pm</p> <p>Health Charity Office, Woodland House</p>		<p>Internal Charity led. Welcome, introduction, and thank you message.</p> <p>Generate lottery winners, contact winners and photo opportunity.</p>

Health Charity Events List 2022

Key: ■ Charity led ■ Supporter led ■ Event has taken place

Event	Description	Lead Executive	Engagement Level
<p>Christmas Wreath Workshop</p>  <p>Cardiff & Vale HealthCharity Elusenlechyd Caerdydd a'r Fro Registered Charity No. 1056544</p>	<p>Charity event to support Cardiff & Vale Health Charity November TBC</p>		
<p>Shine Bright Appeal</p>  <p>Our Health Meadow Ein Dôl Iechyd</p>	<p>Raising funds to support Our Health Meadow December TBC 4.30pm – 6.00pm (TBC) University Hospital of Wales</p>	<p>Fiona Kinghorn attending.</p>	<p>Charity led open event with welcome, introduction with thank you message to supporters in attendance.</p> <p>Message to be provided by Health Charity representative.</p>
<p>Breast Centre Appeal Pink Tie Gala Dinner</p>  <p>THE BREAST CENTRE Cardiff & Vale</p>	<p>Raising funds to support our Breast Centre Appeal Saturday 3rd December 2022 6.30pm – 12.00am Cardiff Marriott Hotel Tickets £60pp or £550 for table of 10</p>		<p>Charity led open event. Thank you message during speeches, introduction to some of our long-term fundraisers and staff benefits partners.</p> <p>Message to be provided by Health Charity representative</p>
<p>The NHS Big Jump</p>  <p>Cardiff & Vale HealthCharity Elusenlechyd Caerdydd a'r Fro Registered Charity No. 1056544</p>	<p>Supporters skydiving to raise funds for Cardiff & Vale Health Charity Various dates throughout the year. Swansea Airfield</p>	<p>No lead required to attend.</p>	<p>Open event with thank you message to supporters.</p>

Report Title:	Third Sector Grants Scheme Report			Agenda Item no.	4.5
Meeting:	CHARITABLE FUNDS COMMITTEE	Public	√	Meeting Date:	20.09.22
		Private			
Status <i>(please tick one only):</i>	Assurance	Approval	√	Information	
Lead Executive:	Catherine Phillips, Executive Director of Finance				
Report Author (Title):	Joanne Brandon, Director of Communications, Arts, Health Charity and Engagement				

Main Report

Background and current situation:

The Charitable Funds Committee received a report on the Third Sector Grant Scheme in June 2022 and approved the proposed funding of £36,000 for implementation of the scheme in 2022/23.

Summary of CFC discussion

The DC advised the Committee that the Health Charity had worked successfully in partnership with Glamorgan Voluntary Services (GVS) and Cardiff Third Sector Council (C3SC) since 2016 to provide grants to Third Sector organisations.

It was noted that this had developed strong, effective partnership working between the Third Sector, Health and Local Government that had enabled better integrated planning and delivery of people-centered services that were responsive to local need.

It was noted that the Third Sector supported the Health Charity in a number of ways and that many services would not survive without the contribution from the Health Charity.

The IDDF expressed concern that the Health Charity was committing to new funding against the general reserve that was already over committed.

The Committee resolved that:

- a) The evaluation/feedback report – 2021 was reviewed for assurance.
- b) The proposal for the allocation of £33,000 to fund the 2022 Third Sector Grants Scheme plus £3,000 for the administration costs of Glamorgan Voluntary Services – Total Funding £36,000, was approved.

Update

GVS have been notified of the successful funding and discussions have now commenced to co-ordinate the project for 2022/23.

GVS have been advised that a new template will be provided for the purposes of future evaluation reports, in line with the CFC's guidance that they should include:

“Impact analysis to justify investments made and support provided by the Health Charity for all approved funds.”

GVS have been further advised of the invite from the CFC to present their evaluation report to the committee at the end of the 2022/23 project period.

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

Further to the minutes of CFC in June 2022, further engagement with GVS re: future requirements around the facilitation and evaluation of the Third Sector Grants Scheme have been actioned.

Recommendation:

The Committee is requested to:

- **Note** the further communications with GVS in relation to the delivery and evaluation of the Third Sector Grants Scheme 2022/23.

Link to Strategic Objectives of Shaping our Future Wellbeing:

Please tick as relevant

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

Prevention		Long term		Integration	√	Collaboration	√	Involvement	√
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Impact Assessment:

Please state yes or no for each category. If yes please provide further details.

Risk: No

Safety: No

Financial: No

Workforce: No

Legal: No

Reputational: No

Socio Economic: No

Equality and Health: No

Decarbonisation: No

Approval/Scrutiny Route:

Committee/Group/Exec Date:

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Saunders, Nathan
12/2/2022 11:00:38

Saunders, Nathan
12/09/2022 17:00:39



Third Sector Grants Scheme 2021/22 – Evaluation Report

The Cardiff & Vale Health Charity Third Sector Grant Scheme is administered by Glamorgan Voluntary Service (GVS) through funding approved by the Charitable Funds Committee. This involves submitting a proposal to the Health Charity, developing criteria, guidance and application forms, promoting the fund (in liaison with C3SC), answering enquiries, developing a scoring system for the initial scoring process, producing a recommendation paper for the grant and awarding the funding. GVS also manages the monitoring and evaluation process.

The 2020/21 grant scheme had an underspend of £1,355.25 (due to project variance and adjustments) which was added to this year's fund, increasing the total funding available to **£31,355.25**.

Third sector organisations throughout Cardiff and the Vale of Glamorgan were invited to submit applications which included “creative, innovative approaches which help people and communities recover from the impact of the COVID-19 crisis”.

The Funding Panel met on the 22nd July 2021 to consider and assess a wide range of applications, totalling **£84,287.32**

Nine successful applicants were awarded funding with five receiving full funding and four applicants awarded part-funding.

Summary of project reports

Some of the proposals which were awarded funding have been delayed due to the ongoing impact of the COVID-19 crisis. The organisations concerned are providing progress updates to GVS, who have taken a flexible approach to the completion of the proposals. GVS has received seven out of nine reports to date. In this document the *italicised* text are excerpts from the organisations' reports.

Saunter
12/09/2021 17:00:39

Ref	Third Sector Organisation	Project Description	Grant:	Project update/evaluation
HC069	The Mentor Ring	To run arts, crafts and wellbeing sessions. The multicultural project will focus on arts and crafts from South Asian Heritage, singing and dancing lessons featuring salsa or Bollywood dance and yoga sessions.	£4,590	<p>72 people were supported and an average of 25/30 people attended daily and weekly sessions. The sessions helped improve mental wellbeing and emotional health, social contact and reduced feelings of isolation.</p> <p><i>“The connections and friendships made between the attendees are long lasting, as are the cultures shared. Once communities share their cultural experience it provides the community with a deeper understanding of each other and assists in creating a strong sense of community cohesion”.</i></p> <p>Case study 1 - Yoga</p> <p><i>“Our yoga sessions are very popular. The practice helps to relax the mind and helps the body stay flexible, which in turn reduces aches and pains. One of our beneficiaries, a woman who looks after her elderly mother, was interested in joining our yoga sessions. She followed the exercises and prayed according to her own religion. After some time, she even found that she felt worse if she missed a day of yoga exercise. Her body benefited greatly from the practice, and she found it to be a necessary part of her day. Our beneficiary has now offered to teach yoga one day a week.</i></p> <p><i>When you are a carer for an elderly relative, it can be very easy to devote all your time to that person and neglect yourself. However, this is not good for you or the person you are caring for. Our beneficiary has discovered that yoga helps her to look after her body and mind. It gives her much needed time to relax and help her body stay in shape. And in turn it helps her to be stronger for her mother both as a carer and as a daughter.”</i></p>

Saunders Nathan
12/09/2022 17:00:39

HC070	Goldies Cymru	To relaunch Sing & Smile sessions and set up a new class. The funding will pay for session leaders, advertising, administration, and online sessions. The classes will help reduce social isolation and improve wellbeing.	£2,7455	<p>Due to COVID-19 restrictions only two of the three months of relaunched Sing & Smile face to face sessions have taken place. An extension has been granted until the end of June to allow Goldies to complete the project. Over 30 people attended the first session. Sessions were relaunched in Rhydypennau Library, Whitchurch at Ararat Church, Rhiwbina and Cardiff Central Library. Goldies plan to re-open further sessions and a new session at Canton Library now that restrictions have eased. While the face to face sessions have been delayed the online sessions have continued throughout. ‘GoldiesLive’ has run twice weekly, providing free online sing-along sessions. Online sessions included Welsh Language sessions, movement and music activities to assist with mobility, Bollywood sessions and online festivals. Goldies has also offered Zoom sessions to groups in care settings and hospitals working in collaboration with Mental Health Matters. Goldies has also worked in partnership with two Sheltered Housing Schemes.</p> <p><i>“We have worked in collaboration with Public Health Wales promoting their ‘Falls Prevention’ work during the height of the pandemic. A carer/daughter shared her thoughts as her mother attended for the first time: “She loved it! She was so anxious about going because her physical condition has changed so much in the last two years, but it made her really happy. I haven’t seen her smile so much in years.” A carer at a residential home in Cardiff; “Just wanted to let you know that we are really enjoying the GoldieLive sing-alongs, a real treat for everyone whilst we’re shielding. We get involved from the Smart TV in the communal lounge so everyone can sing with you!” Sheltered Housing Officer; “Goldies brought the house down with giving us one of the best hours of entertainment over Zoom we've had</i></p>
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Saunders Nather
12/09/2022 17:00:39

				<i>in a long time! Seeing the smiles on the residents and carers faces was worth its weight in gold - thank you!"</i>
HC071	The 'We Can Do It' Project	To relaunch art classes for one year for adults who have sustained a brain injury and their families/carers. The three groups supported are two art groups and one sewing group and are assisted by volunteers. The classes will support health and wellbeing and will be a one year project.	£4,585.25	<p>The funding allowed the 'We Can Do It Project' to relaunch a second art class after stopping due to the pandemic. The afternoon group supports 10 artists and the project is currently working towards two exhibitions.</p> <p><i>"We have watched the students develop and grow in confidence. They have formed new friendships and use the art sessions to talk about all areas of their lives and share regularly what it is like to be living with brain injury</i></p> <p><i>Person A sustained a brain injury as a result of having a Stroke caused by clinical Negligence 10 years ago. He lost all confidence, had no social network, lived on his own, could not verbally communicate and lost all use of his right-hand side. This group has now allowed Person A to make new friends (he goes out for lunch with them on Thursdays now as a result of this group). He has also trained himself to use his left hand to write as a result of the art. He was not confident with this before, but his therapists have seen a huge improvement. As well as learning how to draw, paint and produce art work he has also used the lessons to practice his speech and the groups as a whole have helped him with his word development."</i></p>
HC072	Action for Elders	Session worker costs, publicity and course material to run 'mindfulness through art' online sessions. The art sessions will help reconnect older people, tackle social isolation and improve wellbeing. Action for Elders also support older people to access these online sessions by supporting their service users with their digital skills.	£4,671.23	GVS requested an end of fund report on the 29th of April 2022 and has been informed that the original applicant has left the organisation which has caused the delay in receiving this report. GVS will continue to liaise with Action for Elders to receive their report.
HC073	Valeplus	To fund staff and tutor costs, materials and equipment to run a programme of wellbeing	£3,830	Learners were able to access various activities, for example: Live yoga which benefited 25 individuals.

		activities, including tai chi, yoga, arts and crafts and outdoor activities. These activities will improve physical health, emotional wellbeing and environmental awareness.		<p>Tai chi sessions which benefited 12 individuals.</p> <p>Eight tennis sessions which benefited 6 individuals.</p> <p>Two Saturday workshops which benefited 16 individuals (non member individuals with learning disabilities).</p> <p>Other activities included new art sessions like bath bomb making, soy wax candles, melts and woodwork. This allowed the organisation to prepare items for sale at local fayres to promote the organisation.</p> <p><i>The yoga sessions and craft sessions were also factored into an accredited module of work that enabled ten students to gain a recognised accredited qualification with Adult Learning Wales titled "Emotional Health and Wellbeing".</i></p> <p>The funding secured bookings with Porthkerry Country Park rangers which will allow users to gain awareness of the environment and participate in conservation. Due to COVID-19 these bookings have been postponed.</p> <p><i>The fund has made a difference in enabling us to focus on emotional and physical wellbeing following the challenges of the Covid pandemic through art and craft activities, nature and gentle exercise.</i></p> <p>Online sessions became a series of guided activities that can be accessed by members at any time from home which was more inclusive. These are available to 65 members at no cost and included gentle physical activity and guided meditations.</p>
HC076	Film Focus Wales	To fund IT/film equipment and project costs. The equipment will support the voluntary group Film Focus Wales to continue to support their members through various projects. The project aims to create films as a form of 'creative therapy' to improve wellbeing, mental and physical health.	£2,410.08	<p>Due to COVID-19, the project was delayed and there has been an underspend of £900 which will be utilised to finish one of the projects and complete two other new projects. It was agreed to use the underspend in this way to provide maximum impact for the targeted beneficiaries and is in line with the original application.</p> <p>FFW has created and continues to create a number of health themed short films as well as supporting a group of young film makers.</p>

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'IT'S OKAY TO SAY' is a short educational piece talking about the importance of people recognising the real value of being able to speak out and encouraging them to get help from others if or when they are feeling unwell.

'OUT OF THE BOX' (which is about 90% finished) is an animation by 'Spuddle Animation' loosely based upon the ancient Greek story of Pandora's Box. It looks at the themes of loneliness, togetherness, trust and temptation. And it discovers that even when we think it has all gone wrong, there is always ... Hope.

'CREATIVE JOURNEYS' is about Schizophrenia and how an individual has positively embraced 'Creative Therapy' for many years to enable him to come off and stay off his previously prescribed anti-psychotic medication.

'Y PENTREF' by UWS Productions is a film about life in medieval Wales which has a central theme of being an outsider in the village system. The main reason the group wanted to support this was that it is being made by a young creative team who had also been badly restricted and separated by Covid.

'REAL LIVES' features personal stories and experiences of mental ill health and how the individuals go about putting those things into perspective in their lives and their positive use of Creative Therapy. It is mainly a tale of pragmatism and reality. Overall, it is a tale about coping and succeeding.

COMING OUT' (currently in the planning stage for Episode One) is the dramatised story of two men of different ages and backgrounds and how their paths cross after they are released back out into the world from their 'enforced Covid incarceration'. It looks at the various ways their isolation has affected their lives, their bodies and their attitudes. It will also take a peek at how men can often revert to 'the macho thing' and be reluctant to disclose or discuss feelings with other men.

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				<p>The creation of the films has helped the young people with their physical health and mental health.</p> <p>The films will also be released online to benefit others and other organisations.</p>
HC077	Pobl	To purchase a printer and art and craft items to run an 'Art for Wellbeing' project. The project aims to improve mental health and wellbeing through painting, drawing, digital art, printing images on clothes and anything else the service users wish to explore. The project would be service user led so that their experiences and needs would shape their art.	£1,363.17	GVS requested an end of fund report on the 29 th of April 2022 and has been informed that the original applicant has left the organisation which has caused the delay in receiving this report. GVS will continue to liaise with Pobl to receive their report.
HC078	KIRAN	Fund staffing costs, venue hire, purchase a laptop, idea pad and refreshments. The intergenerational project engages hard-to-reach communities through gatherings and storytelling. The project will help reduce social isolation, improve mental wellbeing and improve confidence in going out and meeting people. Interviews between a young person and an older person will take place and recorded for online viewing.	£4,863	<p>The project focused on monthly intergenerational befriending activities that included Art, Culture and Heritage. Examples of activities included community dining, mindfulness discussion, poetry reading sessions and heritage days out. The sessions were hybrid which allowed people to meet face to face or online.</p> <p>The project connected 147 people. On average 45 people would be physically present on each day and the average number of people joining remotely was 12. The legacy of the project is to continue to meet online.</p> <p><i>"On each day there has been an intergenerational discussion about people's experiences relating to COVID 19. Young persons and older people have taken part in these discussions and exchanged views and thoughts."</i></p>
HC081	Skills & Volunteering Cymru	To fund travel, venue hire, refreshments, trips and entertainment sessions for 'Laugh Out Loud Friday' sessions. 'Laugh Out Loud Fridays', run by young people, aims to support young adults with Down's syndrome to socialise. Throughout the Covid pandemic, the project has evolved to being online but as	£2,297.52	Fortnightly sessions, face to face and digitally, have been delivered over the last nine months making the project inclusive to all service users. Examples of digital activities run were group baking, group arts and crafts, quizzes and an Easter Egg hunt. Examples of face to face activities were a talent show, a games session, an art session and a bowling trip.

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		Government guidance changes, Skills & Volunteering Cymru wish to run a part online, part face-to-face project. The project seeks to bring back face to face sessions and trips. This would help social isolation and wellbeing of service users.		<p>These sessions have helped combat feelings of isolation and loneliness, especially for those shielding at home. The sessions have also given service users the chance to form friendships and learn new skills.</p> <p><i>"The difference that the funding has made can also be seen through a case study involving one of our beneficiaries, FF is one of our new beneficiaries who joined the project this year. When she arrived, she was highly nervous, meaning that she was disruptive, wouldn't focus on activities and wouldn't talk to anyone. Nor would she be able to attend sessions without her mother being present. As the sessions have gone on over the year, F has developed in fantastic ways. She now chats to other beneficiaries and volunteers at the sessions, and has built lovely relationships with them. She is highly focused on the activity that she is doing at the session, and has grown in calmness and in politeness. Finally, F has grown in confidence, seen in the fact that she can now attend sessions independently from her mother, and also in her volunteering to sing in the talent show! We had some lovely feedback from F's mother who said that: 'LOL has been a tremendous benefit not just for F but for us as a family unit. F has grown in confidence with the group and considers them new friends. She is experiencing activities she may only have otherwise done with the family but can now do socially with friends safely. This has given F new life skills and the team who run the project are natural with empathy. Thank you."</i></p>
		TOTAL GRANTS AWARDED:	£31,355.25	

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Report Title:	STAFF BENEFITS GROUP REPORT			Agenda Item no.	4.6
Meeting:	CHARITABLE FUNDS COMMITTEE	Public	X	Meeting Date:	20.09.22
		Private			
Status <i>(please tick one only):</i>	Assurance	Approval		Information	X
Lead Executive:	Rachel Gidman, Executive Director of People and Culture				
Report Author (Title):	Barbara John, Business/Operational Manager, Communication, Arts, Health Charity and Engagement				
Main Report					
Background and current situation:					

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

The purpose of this paper is to inform the Charitable Funds Committee of staff benefits opportunities and progress, discussed and agreed by the SBG between June - August 2022.

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

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

The Business/Operational Manager of the Communication, Arts, Health Charity and Engagement Team facilitates the relationship and communications between the SBG, its partners/discount providers and the Communications Team digital support. Administrative support is also provided by the Communication, Arts, Health Charity and Engagement Team.

Local businesses / suppliers and online retailers (via NHS staff discount platforms) who offer discounted goods or services to NHS employees are invited to email the Communication, Arts, Health Charity and Engagement Team at News@wales.nhs.uk with details of their proposal.

New staff benefit proposals and discounted offers are submitted to the Staff Benefits Group for discussion and approval and subsequently displayed on the UHB website staff benefits pages, and promoted via staff engagement platforms, including: Staff Connects / Staff Weekly Update /social media, as relevant.

Proposals of free or subsidised local events, sports/concert tickets and time limited deals are distributed by email for SBG members consideration and approval, to ensure there are no delays in decision making and/or promotion of offers for the benefit of staff.

The last Staff Benefits Group meeting was held on 16th August 2022 and recorded the following:

Staff Benefits Partners Update

Nathaniel Cars Group (NCG)

Health Charity Engagement

- NCG have been invited to attend a thank you event in September 2022 at the recently refurbished Paediatric Emergency Unit, which they generously supported via their 'Nathaniel's November' fundraising scheme in 2021, raising £9,825. The donation was shared with the Employee Wellbeing Service.
- NCG will open a new store at St David's Shopping Centre in January 2023 – providing potential opportunities for Health Charity Fundraising as part of its partnership working.

Staff Benefits

- NCG have proposed an exclusive offer of fixed price vehicle servicing for £79.00 at their Cardiff Showroom for CAVUHB employees. Promotional period to be agreed and advertised via staff engagement platforms.
- Electrical Vehicles 'Try Before You Buy' Scheme to be re-scheduled at UHW.
- NCG advised that as part of their partnership with Cardiff City Football Club, the newly appointed CCFC Commercial Director is keen to engage with the local community and potentially utilise the existing relationship between Nathaniel's/ Cardiff & Vale Health Charity/UHB.

Proposals for staff competitions included:

- team mascot opportunities for family members
- visits to CCFC training sessions/ meet the player opportunities for family members
- *(adult family members to attend the above with child)*

Discussion ongoing to agree dates and promotional opportunities.

Digital Content/ Promotion

- Current web pages promoting NCG staff benefits have been reformatted to include all current and new offers and promoted via available platforms.

CAVUHB Commercial Requirements

- NCG have expressed an interest in engaging in potential discussions with the Health Board's Transport and Sustainable Travel department to explore ways they may be able to support the following:
 - vehicle purchasing and leasing requirements, particularly in light of ongoing delivery delays with current suppliers. (NCG are now registered on the Crown Framework and have requested to be invited to tender for future new contracts/ vehicle supplier opportunities).
 - Electric Vehicle and on-site charging requirements – as above.
 - Offered the Health Board a week's free trial of a Fiat Ducato.
- NCG advised that they are a registered supplier of a range of vehicles to Fleet Solutions. This information will be used in future promotions.

Next meeting with NCG is scheduled for 22nd September 2022. The Executive Director of People and Culture is unavailable to attend, but will attend the following meeting in November 2022.

Cost of Living Crisis

Discussion took place regarding the impact of the cost of living crisis on UHB employees with reference to the Health Boards proposals to support staff as agreed in the recent meeting of the Local Partnership Forum meeting.

Staff Benefits promotions to be maximised and feature cost saving opportunities across a wide range of retailers/suppliers and regularly promoted via all staff engagement platforms.

Staff Benefits Providers

New Discount Providers Proposals – discussed and approved for promotion

*Everlast Gym – Cardiff Leckwith	Discounted gym membership for a monthly fee of £27 per month and no joining fee for 12-month contracts.
Brecon Beacon's Park Society	Extension of existing free membership of the Brecon Beacons Park Society for one year - valid from 1 st July 2022 to 30 th June 2023
Legacy Leisure – Penarth Branch	Free 3 Day Pass for all staff

CAVConnect App Launch/ SBG Webpages

The CavConnect staff engagement platform has been rescheduled for launch in mid-September 2022. Working with Comms Team to utilise donated staff benefits prizes for the staff registration incentive scheme.

Staff Benefits Engagement

Recent meetings held with several web-based staff benefits providers to discuss opportunities to utilise staff benefits promotions and health charity partnership working to support employees, resulting in the following commitments:

- **Staff Benefits-** <https://www.StaffBenefits.co.uk>
 - National online staff discount provider, offering “free, exclusive discounts to all NHS and government employees” with member access to a wide range of discount providers plus wellness and newsfeed sections.
 - Provider offered prizes for the CAVConnects launch to the value of **£300**.
- **Healthcare Staff Benefits-** <https://www.healthcarestaffbenefits.org/>
 - National online staff discount provider, currently engaging with regional businesses e.g. florists, hairdressers, restaurants and other retailers to provide discounts to staff in areas local to the Health Board.
 - Provider offered support to CAV Connects launch and the Health Charity to support fundraising opportunities to the value of **£1,000**.
 - Subsequent engagement with Everlast Gym* has resulted in a further commitment of the following:
 - Donation of a prize of one year's free membership for CAVConnects incentive scheme
 - One week's free trial at Everlast Gym, Leckwith – for promotion to all staff

AOB

Staff Benefits – Proposed Staff Benefits Open Day Event at UHW

The SBG received a verbal proposal from the Business/Operational Manager of the Communication, Arts, Health Charity and Engagement Team to co-ordinate a 'Staff Benefits Open Event' at UHW (potentially October 2022) to include invited representatives from:

- **Approved staff benefits discount providers** – raise awareness of the wide range of staff benefits and support available to all employees
- **The Health Charity Team** – to improve visibility and awareness amongst staff
- **Communications Team** – inform staff and support registration to Staff Connects
- **Nathaniel Cars Group** – provide advice and information re existing benefits and vehicle renewal opportunities, including electric cars
- **Unison** – provide information on staff benefits and available support

Venue suggestions are: Lakeside Wing Staff Area / Sports and Social Club.

If successful, the event could be extended to other locations across the UHB to support staff more widely.

SBG approved proposal in principle with more detailed written proposal to follow for further consideration.

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

The Staff Benefits Group continues to support all employees of Cardiff and Vale University Health Board by engaging and partnering with local businesses and suppliers who wish to support NHS staff, and by actively promoting these and national staff discounts/offers via staff engagement platforms, including CAVUHB Internet /Staff Connects/social media platforms and digital screens.

Increased engagement and negotiation with local and national suppliers have seen an increase in gifts and donations to the Health Board and Health Charity, all of which will further support employees.

Recommendation:

The Committee are requested to:

RECEIVE FOR INFORMATION the Staff Benefits Group Report for the period June – August 2022.

Link to Strategic Objectives of Shaping our Future Wellbeing:

Please tick as relevant

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

Prevention		Long term		Integration	√	Collaboration	√	Involvement	√
Impact Assessment:									
<i>Please state yes or no for each category. If yes please provide further details.</i>									
Risk: No									
Safety: No									
Financial: No									
Workforce: No									
Legal: No									
Reputational: No									
Socio Economic: No									
Equality and Health: No									
Decarbonisation: No									
Approval/Scrutiny Route:									
Committee/Group/Exec					Date:				

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Report Title:	STAFF LOTTERY BIDS PANEL REPORT			Agenda Item no.	4.7	
Meeting:	Charitable Funds Committee	Public	<input checked="" type="checkbox"/>	Meeting Date:	20.09. 2022	
		Private	<input type="checkbox"/>			
Status <i>(please tick one only):</i>	Assurance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Information	<input checked="" type="checkbox"/>
Lead Executive:	Catherine Phillips, Executive Director of Finance					
Report Author (Title):	Joanne Brandon, Director of Communications, Arts, Health Charity and Engagement					

Main Report

Background and current situation:

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

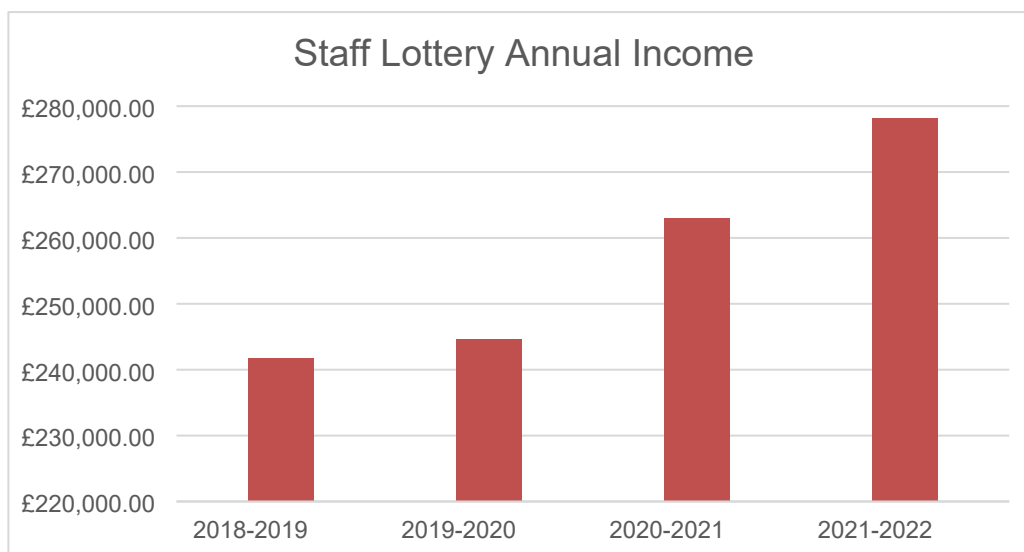
The Small Bids process, which also allows bids up to a value of £250 to be fast tracked for approval was formally agreed by the Charitable Funds Committee at their meeting on the 19 September 2017.

The last Staff Lottery Panel Meeting was held in July 2022. The next scheduled meeting is November 2022. The attached paper is the list of all approved bids from 1st April 2022.

The first special draw in May 2022 awarded one lucky winner, Ian Evans who works in Dental Services at St David's Hospital, the amount of £6,000. Suzanne Rankin drew the winning number in addition to four £1,000 winners. The SuperMegaDraw to commemorate '2022' will be drawn at the end of November 2022 and offers members the chance to win £22,000.

The Health Charity is pleased to report that the Staff Lottery Scheme membership continues to grow month on month. At the end of July, there are 5340 lottery numbers allocated in each weekly draw.

The graph below shows the last four years of gross income (pre-costs) from the Staff Lottery, which also continues to increase.



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Successful Staff Lottery Bids Panel Projects

Two examples of successful applications submitted to the Staff Lottery Bids Panel can be seen below;

Supporting the Specialist Services Staff Recognition Event

The Staff Lottery Bids Panel recently approved a bid to support the Specialist Services Recognition Event, which was delayed for a year due to the Covid-19 pandemic.

The funds were used to purchase awards, decorations and refreshments for the event, directly supporting the Specialist Services staff by showing the appreciation of their hard work and dedication.



As the event was postponed due to the pandemic, the organisers ensured that it was made bigger and better with the use of Staff Lottery funds.

Natasha Bevan, the Specialist Services PA, said: “Due to the ongoing situation with regards to the pandemic, it is even more important to make sure that the staff feel valued, and their hard work appreciated.”

Maternity Summer Sports Day

Maternity Services have recently been under intense pressure due to severe staff shortages. The pressure has never been greater and the need to improve staff morale has reached critical point. Workplace culture in the Maternity Unit has been placed as top priority for the clinical board, and organising the Maternity Summer Sports Day was a way to bring the unit together through socialising and fun activities.

The Staff Lottery Bids Panel were delighted to support the bid to purchase equipment for the fun-filled day. Some of the items included tug-of-war rope, kangaroo jumping sacks, and spoons for the egg and spoon race.

The event was a huge success with engagement from all members of the multidisciplinary team. In spite of the huge pressures, the team came together to celebrate team-working. They were joined by team members from all the MDT; management, Maternity Care Support Workers, Theatres, Midwives, Trainee Doctors, the Head of Midwifery, Clinical Director, Consultant Obstetricians and Anaesthetic Teams.



Summia Zaher, Consultant Obstetrician, said: “The event was family friendly and it was wonderful to engage with colleagues in a comfortable setting with their families. This event has brought the teams closer, and helped reduce the authority gradient, which is so important in the Maternity Unit to ensure psychological safety.

We plan to run the day annually and have had so many more colleagues interested and enthusiastic to attend future days. Thank you so much for your support, without

which this day would not have been possible.”

Staff Lottery Bids Panel Approved Bids April 2022 (↑ £10k)						
	No	Applicant's Name	Service	Description	Amount £	Decision
July-22	BP711 Resubmission	Louise Young	CYPF, Woodland House	Promoting ChatHealth scheme to secondary school students	£1,065	Approved
	BP718	Catrin Rees	Neuro Rehab, UHL	Enhancing the neuro rehab kitchen	£1,826	Approved
	BP719	Lesley Mullan	UHL	Kitchen on Call Corridor Room, UHL	£5,316	Approved
	BP720	Dr Catrin Simpson	SARC	Installation of wall art within SARC	£9,992	Approved
	BP721	David Hanna	Paeds Emergency Unit, UHW	Promoting positivity in the Paediatric Emergency Unit. Artwork	£7,452	Approved
	BP722	Alison Lloyd	Spinal Rehabilitation, UHL	Art work to enhance environment within spinal rehab gym in UHL	£2,100	Approved
	BP723	Sarah Simon	CRI	The CRI at Tredegarville School Church in Wales project	£1,350	Approved
	BP724	Dr Amy Robb	Antenatal Clinic, UHW	Cardiff Rainbow Clinic improvement project	£4,562	Approved
	BP725	Glynnis Mulford	People and Culture	Merchandise to promote and support the Onevoice Network	£4,250	Approved
	BP726	Nicky Punter	People and Culture	"A Day in the Life of" - Careers Promotion videos	£9,600	Approved
	BP727	Siobhan Williams	Physiotherapy, UHL/ MHSOP	Seated clock cricket equipment	£500	Approved
	BP728	David Hanna	Paeds Emergency Unit, UHW	Promoting positivity in the Paediatric Emergency Unit, Enhanced flooring	£5,972	Approved
					£53,985	

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Small Bids Panel (Fast Track) Approved Bids April 2022 (↑£250)

	No	Applicant's Name	Service	Description	Amount £
	SBP209	Paul Twose	Physiotherapy, UHW	Physiotherapy Staff Recognition Awards	£250
	SBP210	Babs Jones	Perioperative Care, UHW	National Nurse and ODP Day Celebration	£250
	SBP211	Andrea Rich	Palliative Care, UHW	Modernise patient allocation board	£249
	SBP212	Zoe Sweetman	T&O Directorate, UHW	International Nurses Day 2022	£250
	SBP213	Zoe Sweetman	General Surgery Directorate, UHW	International Nurses Day 2022	£250
	SBP214	Lea England	Rhydlafer Unit, St David's Hospital	International Nurses Day Celebration 2022	£250
	SBP215	Sarah James	Obs & Gynae, UHW	International Day of the Midwife Staff Recognition Awards	£150
	SBP216	Sian Taylor	CAHCE	Launch of New Staff App, CAV Connects	£250
	SBP217	Dr Summia Zaher	Obstetrics, UHW	Maternity Summer sports day	£250
	SBP218	Laura Groves	Gynaecology, UHW	Kitchen white goods	£250
	SBP219	Sue Dickson-Davies	CAHCE	Jubilee Arts Programme Platinum Patisserie Competition	£180
	SBP220	Sian Taylor	CAHCE	National Healthcare Estates and Facilities Day - 15th June 2022	£250
	SBP221	Hannah Stevenson	Welsh Gender Service, St David's Hospital	Introduce garden flowers and plants to an outside space	£250
					£4.079

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Executive Director Opinion and 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 increased number of allocated numbers as at its highest level since its launch and continues to grow, increasing income for the Health Charity. The Lottery funds provide support to patients, staff and visitors and is extremely efficient in terms of its turnaround of fast-track bids for funding, which benefits services across the Health Board.

Recommendation:

The Committee is requested to:

- **NOTE** the content of the Staff Lottery Bids Panel Report

Link to Strategic Objectives of Shaping our Future Wellbeing:

Please tick as relevant

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

Prevention	✓	Long term	✓	Integration	✓	Collaboration	✓	Involvement	✓
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Impact Assessment:

Please state yes or no for each category. If yes please provide further details.

Risk: No

Safety: /No

Financial: No

Workforce: No

Legal: No

Reputation: No

Socio Economic: No

Equality and Health: No

No

Decarbonisation: No	
Approval/Scrutiny Route:	
Committee/Group/Exec	Date:

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