

# Charitable Funds Committee

Tue 06 December 2022, 09:00 - 11:30

## Agenda

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09:00 - 09:10 **1. Preliminaries**  
10 min

**1.1. Welcome & Introductions**

*Akmal Hanuk*

**1.2. Apologies for Absence**

*Akmal Hanuk*

**1.3. Declarations of Interest**

*Akmal Hanuk*

**1.4. Minutes of the Committee Meeting held on 20 September 2022**

*Akmal Hanuk*

 1.4 CFC Minutes 20.09.22 MD NF MJ CP.pdf (8 pages)

**1.5. Action Log following the Meeting held on 20 September 2022**

*Akmal Hanuk*

 1.5 Action Log v2MD.pdf (4 pages)

**1.6. Chair's Actions**

*Akmal Hanuk*

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09:10 - 10:30 **2. Items for Review & Assurance**  
80 min

**2.1. Rathbones Investment Update**

*Robert Mahoney*

**20 minutes**

 2.1 Rathbones Investment Update.pdf (23 pages)

**2.2. Health Charity Financial Position & Investment Update to include:**

*Robert Mahoney*

**15 minutes**

- Clarification of Bids received
- Cash flow projections/forecasts

 2.2 Financial Position Report December meeting.pdf (7 pages)

**2.3. Charitable Funds Draft Strategy**

*Catherine Phillips / Joanne Brandon*

Saunders Nansen  
05/12/2022 10:02 AM

### **20 minutes**

- 📄 2.3 Charitable Funds Draft Strategy - Dec '22.pdf (2 pages)
- 📄 2.3a App. 1 Health Charity Strategy - 2020-2025.pdf (11 pages)
- 📄 2.3b App. 2 Notes from Strategy Review Session - 20.09.2022.pdf (10 pages)

## **2.4. Health Meadow Secured Funding Proposal**

*Catherine Phillips / Joanne Brandon*

### **15 minutes**

- 📄 2.4 - Health Meadow Secure Funding Proposal Final.pdf (9 pages)
- 📄 2.4a Appendix 1 - OHM Background Information. Nov 22..pdf (4 pages)
- 📄 2.4b Appendix 2a - Financial Funds Flow Summary Dec '22.pdf (1 pages)
- 📄 2.4b Appendix 2b - Financial Funds Flow Summary Dec '22.pdf (1 pages)
- 📄 2.4b Appendix 2c - Financial Funds Flow Summary Dec '22.pdf (1 pages)
- 📄 2.4c Appendix 3 - OHM Funding Letter Nov 22.pdf (3 pages)

## **2.5. Disposal of Rookwood Hospital (verbal)**

*Fiona Jenkins*

### **10 minutes**

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## **10:30 - 10:45 3. Items for Approval / Ratification** 15 min

### **3.1. Over £25k bids for approval:**

*Joanne Brandon*

**(N.B General Reserve Fund closed to applications) -**

- *No bids for this period*

**Over £25k Endowment expenditure:**

- *Cardiac Services / Legacy Funds*

- 📄 3.1 - Over 25k Endowment Expenditure - Cardiac Services.pdf (2 pages)
- 📄 3.1a - Appendix 1 - Charitable fund application - Cath Lab changing facilities\_.pdf (3 pages)

### **3.2. Policies:**

*Catherine Phillips / Joanne Brandon*

a) Fundraising Policy

- 📄 3.2 Fundraising Policy 2022.pdf (2 pages)
- 📄 3.2a App. 1 - Draft Fundraising Policy - August 2022.pdf (32 pages)

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## **10:45 - 11:25 4. Items for Noting and Information** 40 min

### **4.1. Health Charity Fundraising Report**

*Joanne Brandon*

### **10 minutes**

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

### **4.2. Reporting Feedback on Successful CFC Bids**

*Joanne Brandon*

Saunders Nathan  
05/12/2022 10:02 AM

#### **10 minutes**

- *Staff Recognition Awards – Interim*
- *Keeping Me Well - Interim*
- *Welsh Transplant Games – Update*

- 📄 4.2 Reporting Feedback on successful CFC bids (Dec '22).pdf (6 pages)
- 📄 4.2a App. 1 - Approved Bids - March 2018 - Completed.pdf (1 pages)
- 📄 4.2b App. 1 - Approved Bids - March 2018 - Ongoing.pdf (1 pages)

### **4.3. Breast Centre Appeal**

*Joanne Brandon*

#### **5 minutes**

- 📄 4.3 Breast Centre Appeal Annual Report - Dec '22.pdf (4 pages)

### **4.4. Events Planner 2023 Update**

*Joanne Brandon*

#### **5 minutes**

- 📄 4.4 - Health Charity Events Planner 2023.pdf (2 pages)
- 📄 4.4a App.1 Health Charity Events 2023.pdf (1 pages)

### **4.5. Staff Benefits Group Report**

*Rachel Gidman*

#### **5 minutes**

- 📄 4.5 Staff Benefits Group Report (12.22).pdf (4 pages)

### **4.6. Staff Lottery Bids Panel Report**

*Joanne Brandon*

#### **5 minutes**

- 📄 4.6 Staff Lottery Bids Panel Report - Dec '22.pdf (6 pages)

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## **11:25 - 11:25 5. Any Other Business**

0 min

*Akmal Hanuk*

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## **11:25 - 11:25 6. Review of the Meeting**

0 min

*Akmal Hanuk*

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## **11:25 - 11:25 7. Date and time of next Meeting:**

0 min

*Akmal Hanuk*

Tuesday 21 March 2023, 9:00am

Saunders Nathan  
05/12/2022 10:02:41

**Unconfirmed Minutes of the Charitable Funds Committee  
20 September 2022 12.30pm  
Via Microsoft Teams**

<b>Present:</b>		
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
<b>In Attendance:</b>		
Charles Janczewski	CJ	Chair of the Cardiff & Vale University Health Board
Angela Hughes	AH	Assistant Director of Patient Experience
Joanne Brandon	JB	Director of Communications
Emma Cooke	EC	Deputy Director of Therapies and Health Sciences
Nicola Foreman	NF	Director of Corporate Governance
Rob Mahoney	RM	Interim Deputy Director of Finance
<b>Secretariat:</b>		
Nathan Saunders	NS	Senior Corporate Governance Officer
<b>Observers:</b>		
Marcia Donovan	MD	Head of Corporate Governance
Jayne Gibbons	JG	Internal Audit Manager
<b>Apologies:</b>		
Akmal Hanuk	AH	Committee Chair / Independent Member – Community
Susan Elsmore	SE	Independent Member – Local Council
Fiona Jenkins	FJ	Executive Director of Therapies and Health Sciences
Sara Moseley	SM	Independent Member – Third Sector
John Union	JU	Independent Member – Finance

<b>CFC22/09/001</b>	<b>Welcome &amp; Introductions</b>  The Committee Vice Chair (CVC) welcomed everyone to the meeting.	<b>Action</b>
<b>CFC22/09/002</b>	<b>Framing of the Charitable Funds Strategy Review Session</b>  The Executive Director of Finance (EDF) advised the Committee that following the Charitable Funds Committee's Strategy (the Strategy) review session earlier that day, it would be of benefit to summarise the session within the meeting.  It was noted that the Strategy had been reviewed following in depth discussions where it was agreed that amendments would be required to the Strategy as a result of the Covid-19 pandemic and all of the learnings and changes that had come from it.  The Committee was advised the actions would be written up following the session and brought back to the Charitable Funds Committee (CFC) in December. Further, it was suggested that a Task and Finish Group should be set up to progress the Strategy review work.  The EDF noted that the new Strategy should be finalised for the start of 2023 or the start of the new financial year.  The Chair of the Cardiff and Vale University Health Board (UHB Chair) suggested that the new financial year would be appropriate as it allowed actions from the Strategy review session to be embedded.	<b>CP/JB</b>

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	<p>The Executive Director of People &amp; Culture (EDPC) advised the Committee that the discussions around the cost of living crisis held at the Strategy review session should be raised as a priority.</p> <p>The EDF responded that there were mechanisms in place via the Employee Wellbeing Service (EWS) that would commit to those areas discussed.</p> <p>The Director of Communications (DC) advised the Committee that all other Committees of the Board would be made aware that the cost of living crisis had been discussed at the Charitable Funds Committee Strategy Review session.</p> <p>The EDF concluded that the Strategy would be finalised by the new financial year and there would be a focus on the cost of living crisis over the winter months.</p> <p><b>The Committee resolved that:</b></p> <p>a) Completion of the new Health Charity Strategy by the new financial year was supported.</p>	<b>Committee Chair</b>
<b>CFC22/09/002</b>	<p><b>Apologies for Absence</b></p> <p>Apologies for Absence were noted.</p>	
<b>CFC22/09/003</b>	<p><b>Declarations of Interests</b></p> <p>No declarations of interests received.</p>	
<b>CFC22/09/004</b>	<p><b>Minutes of the Committee Meeting held on 21 June 2022</b></p> <p>The Committee reviewed the minutes of the meeting held on 21 June 2022.</p> <p>The Interim Deputy Director of Finance (IDDF) provided an amendment to the Health Meadow item and noted that the recommendation required changing as it did not go to the Board of Trustees meeting.</p> <p>The Executive Director of People &amp; Culture advised of an amendment to be made around the Employee Wellbeing Service (EWS) and noted that she would send to the Senior Corporate Governance Officer.</p> <p><b>The Committee resolved that:</b></p> <p>a) The minutes of the meeting held on June 21 2022 were approved as a true and accurate record pending the amendments discussed.</p>	
<b>CFC22/09/005</b>	<p><b>Committee Action Log</b></p> <p>The Committee reviewed the Action Log.</p> <p>The EDF advised the Committee that the Health Meadow Action (CFC22/06/009 and CFC 22/06/014) was a phased action and noted that the next phase costings was £1.5m for the build on the health meadow and noted it would be a Health Board commitment as opposed to a Health Charity commitment.</p> <p>The Chair of the Cardiff &amp; Vale University Health Board asked if the EDF was in a position to quantify the recurrent cost on the project.</p> <p>The EDF responded that it was about £200k.</p> <p>The CC asked if an extraordinary meeting could be called for discussion around the Health Meadow and its costs and to provide recommendations to the Board of Trustees.</p> <p><b>The Committee resolved that:</b></p> <p>a) The Action Log was noted.</p>	<b>NF/NS</b>

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<b>CFC22/09/006</b>	<p><b>Chair's Action</b></p> <p>No Chair's Actions to note.</p>	
<b>CFC22/09/007</b>	<p><b>Health Charity Financial Position &amp; Detailed Investment Update</b></p> <p>The Health Charity Financial Position Update was received.</p> <p>The Interim Deputy Director of Finance (IDDF) advised the Committee that there had been a fairly major update since the previous Committee (CFC) but noted that the most recent update had been received by the Board of Trustees on 1 September 2022.</p> <p>It was noted that the Cardiff and Vale Health Charity (the Charity) had generated £0.474m of income and spent £0.812m for the first five months of the financial year which had resulted in net expenditure of £0.338m.</p> <p>It was noted that the Charity also had market value loss on its investments of £0.251m for the period compared to the April 2022 valuation which also took into consideration the cash withdrawal of £0.350m. The combined effect of those results was a net decrease in fund balances for the period ending August 2022 of £0.589m.</p> <p>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 now decreased to £5.968m for the period ending August 2022. That had included a £0.350m cash withdrawal in May 2022.</p> <p>It was noted that this had resulted in a market value loss of £0.251m for the period ending August 2022 compared to the opening balance of £6.569m.</p> <p>In summary the value of the Charitable Funds had decreased by £0.589m in the current year to £8.399m and it was noted that the decrease represented net expenditure of £0.338m and market value losses of £0.251m.</p> <p>The Committee was advised that there had been a reduction in the donations received in comparison to the financial year 2020/21 which had included some significant acts of generosity from individuals and a large contribution from NHS Charities together.</p> <p>It was noted that the fund balances had decreased by £0.589m in the period to £8.399m and that of the closing fixed asset balance £2.479m related to Rookwood Hospital, with the balance of £5.968m relating to the investment portfolio.</p> <p>The IDDF advised the Committee that the investment portfolio data had been significantly updated because the IDDF had reviewed previous reports to look at the commitments and noted that most of the outstanding commitments were for this financial year</p> <p>He added that as a result of that, there was almost no general reserve available and there were commitments of around £1m.</p> <p>It was noted that a piece of work would be undertaken around cashflow to see what could be done to regenerate cash.</p> <p>The UHB Chair thanked the IDDF for being open and transparent with regards to the current status of the Charity's funds.</p> <p>He added that he had been given assurance that the Charity was looking at the data through the correct financial lens.</p> <p>The EDF advised the Committee that she would pick up the action of listing the outstanding commitments and would work with the IDDF and the DC to look at the commitments that had not been started or could be paused/stopped or covered via another fund (for example, the endowment fund).</p> <p>The Executive Director of People and Culture (EDPC) advised the Committee that the staff recognition awards could be taken out of the commitments and that it could revert back to a sponsorship model.</p>	<p><b>CP/RM/JB</b></p>

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	<p><b>The Committee resolved that:</b></p> <ul style="list-style-type: none"> <li>a) The financial position of the Charity was noted.</li> <li>b) The performance of the investment portfolio was noted</li> <li>c) The over commitment of the general reserve was noted</li> <li>d) The overspend and the actions recommended to address that overspend were noted.</li> </ul>	
<b>CFC22/09/008</b>	<p><b>Over £25k bids for approval</b></p> <p>None for this period.</p>	
<b>CFC22/09/009</b>	<p><b>Health Charity Fundraising Report</b></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>It was noted that Irene Hicks, who had been a staunch fundraiser for the Breast Centre Appeal, was retiring and leaving the Health Charity.</p> <p>It was noted that in August 2022, Irene and team had reached their goal of £200,000 raised for the Breast Centre Appeal since they started supporting in 2014.</p> <p>The DC advised the Committee that a formal letter would be sent from the UHB Chair and the Chair of the CFC to thank Irene.</p> <p>The Therapy Services Lead asked if Irene had been nominated in the King's Honours List.</p> <p>The DC responded that she had been nominated before and that it would be looked at again.</p> <p>The Committee was advised that £43,384.46 had been received in Legacy donations since 1<sup>st</sup> April 2022.</p> <p>It was noted that the next Health Charity 'SuperMegaDraw' would take place in November 2022 with a single prize winner of £22,000, in addition to the regular four weekly £1,000 winners.</p> <p>The DC advised the Committee that the cost of living crisis had been discussed during the Strategy review session and noted that the Charity would work alongside Human Resources to make sure areas were being promoted sensitively.</p> <p>The EDPC agreed and noted that the careful messaging was required around pensions and the loss of certain benefits if members of staff were considering withdrawing from the Health Board pension scheme.</p> <p>It was noted that the Charity had been successful in obtaining a further grant from stage 2 of the NHS Charities Together (NHSCT) monies to the sum of £121,409.</p> <p>It was noted that the Charity was liaising with NHSCT to comply with some conditions of the grant allocation in relation to Our Health Meadow:</p> <ul style="list-style-type: none"> <li>• Our Health Meadow - £41,488.00</li> <li>• Arts social prescribing project - £79,921.00</li> </ul> <p>The UHB Chair advised the Committee that he had recently obtained a 'Blue Light Card' and noted that it offered discounts on a number of items.</p> <p>The EDPC responded that the Charity did promote the use of the Blue Light Card.</p> <p>The Assistant Director of Patient Experience (ADPE) added that the Communications team could put messages out about specific discounts, such as 10% off at certain</p>	<b>NF</b>

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	<p>supermarkets, which could potentially help to alleviate some of the concerns around the cost of living crisis.</p> <p>The DC advised the Committee that in order to use the Blue Light Card, a workplace email was required which some of the lower band staff did not have and so work would need to be done to address that and look at the mechanisms to get those staff the discounts.</p> <p>She added that pre-Covid, offers and information was often posted to various Clinical Boards for distribution but due to Infection, Prevention and Control (IPC) systems, that was stopped.</p> <p>It was noted that the lack of distribution was a large issue and so the Charity would look at posting again now that IPC measures had been lifted.</p> <p><b>The Committee resolved that:</b></p> <ul style="list-style-type: none"> <li>a) The fundraising report was reviewed.</li> <li>b) The progress and activities of the Health Charity as advised were noted.</li> </ul>	
CFC22/09/010	<p><b>Reporting Feedback on Successful CFC bids</b></p> <p>The DC advised the Committee that she would take the report as read.</p> <p>It was noted that the paper aimed to provide assurance to the Committee on the spend and the associated impact/improvement of bids.</p> <p>It was noted that there had been 2 successful bids for the quarter:</p> <ul style="list-style-type: none"> <li>• Staff Outdoor areas - £79,800.00</li> <li>• Our Health Meadow - £80,000.00</li> </ul> <p><b>Staff Outdoor areas:</b></p> <p>The DC advised the Committee that following the extreme pressures on NHS colleagues over the past 2 years, the Health Charity team had listened carefully to comments and suggestions from Health Board staff who had expressed the need for dedicated outdoor areas to enable them to take time away from the stresses of their daily working lives.</p> <p>With funding received from NHSCT, the Charity was 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.</p> <p>It was noted that the feedback from staff had been incredibly positive and that perhaps the Charity had become a victim of its own success because more and more people were now asking for an outdoor area.</p> <p><b>Our Health Meadow:</b></p> <p>The DC advised the Committee that Our Health Meadow site was provided to assist in the improvement of the health and wellbeing of patients, staff, visitors and the community of the Health Board.</p> <p>She added that it also offered clinically recognised therapeutic benefits and involved co-production with a Clinical Board.</p> <p>It was noted that funds were secured from General Reserves (approved by the Committee 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.</p> <p>The DC concluded that the Charity was currently co-working with the Finance Team to further inform the Committee and the Board of Trustees of the future funding requirements to deliver the capital build scheme.</p> <p><b>The Committee resolved that:</b></p>	

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	<p>a) The report was received as assurance of the appropriate use of the allocated charitable funds</p>	
<b>CFC22/09/011</b>	<p><b>Health Charity Puppy Proposal update</b></p> <p>The Health Charity Puppy Proposal update was received.</p> <p>The DC advised the Committee that she would take the paper as read and summarised that the original proposal had been withdrawn. She was liaising with existing and specialised pet therapy organisations which were currently working with the Health Board to support charity events.</p> <p><b>The Committee resolved that:</b></p> <p>a) The Health Charity's decision to not proceed with the proposed project was noted.</p>	
<b>CFC22/09/012</b>	<p><b>Events Planner 2022 Update</b></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 asked Members for support and commented that their presence at events would be greatly appreciated.</p> <p>The CC asked if the events planner could be circulated to all Board Members.</p> <p><b>The Committee resolved that:</b></p> <p>a) The updated Health Charity Events Planner 2022 was approved</p>	<b>NF/NS</b>
<b>CFC22/09/013</b>	<p><b>Third Sector Grant Scheme update</b></p> <p>The Third Sector Grant Scheme update was received.</p> <p>The DC advised the Committee that the report had already been submitted to the CFC previously but further detail was sought.</p> <p>She added that the report provided a more detailed evaluation on how the money had been spent and the impacts seen by the local community.</p> <p>It was noted that the amount of money Third Sectors requested was very small in comparison to what the Health Board received back by way of services.</p> <p>The DC advised the Committee that one of the requests raised was for the invitation to the CFC to be extended to Third Sector colleagues to provide a verbal update on the impacts seen by the funding provided.</p> <p>The ADPE concurred that the amount the Health Board received was phenomenal.</p> <p>The EDF added that the Third Sector Grant Scheme should continue to support annually initiatives where we can see demonstrable benefit in continuing to support initiatives for our population. We would also need to ensure that each scheme worked on how to become sustainable and self-funding.</p> <p>The DC advised the Committee that community engagement was discussed in depth at the Strategy review session and agreed that asking Third Sector partners to present to the CFC about the targeted interventions, their benefits and sustainability to the CFC annually.</p> <p>The IDDF asked if there were any communication plans moving into the next financial year because the Third Sectors would be expecting a commitment.</p>	<b>JB/NF</b>

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	<p>The EDF responded that how that was managed would require discussion because it was something that definitely required support. The IDDF highlighted that communication with the partners was important due to the funds balance and EDF said it was important we tried to sustain this work through the sustainability model.</p> <p>The UHB Chair concluded that the Third Sector fund added so much value to the representation of the Health Board and noted that some careful consideration was required with regards to how the Health Board could support GVS ensure support was sustainably delivered to communities.</p> <p><b>The Committee resolved that:</b></p> <p>a) The further communications with GVS in relation to the delivery and evaluation of the Third Sector Grants Scheme 2022/23 were noted.</p>	
<b>CFC22/09/014</b>	<p><b>Staff Benefits Group Report</b></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>It was noted that the Staff Benefits Group continued to support all employees of the Health Board by engaging and partnering with local businesses and suppliers who wished to support NHS staff, and by actively promoting those and national staff discounts/offers via staff engagement platforms, including CAVUHB Internet /Staff Connects/social media platforms and digital screens.</p> <p>The EDPC added that the Staff Benefits Group discussed and agreed the 'best deals' for staff and, in governance terms, reported their work to the CFC and the Local Partnership Forum.</p> <p><b>The Committee resolved that:</b></p> <p>a) The Staff Benefits Group Report was noted.</p>	
<b>CFC22/09/015</b>	<p><b>Staff Lottery Bids Panel Report</b></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>She added that the paper gave members an indication of how much value the Staff Lottery was bringing into the Charity.</p> <p>It was noted that the Staff Lottery continued to grow year on year and that as of July 2022 5,340 numbers had been allocated to staff.</p> <p>It was noted that the paper also covered the good work the Staff Lottery Bids Panel undertook in awarding not only the bigger items of up to £10k, but also the fast track small bids.</p> <p>It was noted that that the speed and agility in which the small bids were turned around was greatly appreciated.</p> <p>The DC advised the Committee of two areas for noting which included:</p> <ul style="list-style-type: none"> <li>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.</li> <li>Maternity Summer Sports Day - Maternity Services had recently been under intense pressure due to severe staff shortages. The pressure had never been greater and the need to improve staff morale reached critical point. The Staff</li> </ul>	

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	<p>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.</p> <p><b>The Committee resolved that:</b></p> <p>a) The content of the Staff Lottery Bids Panel Report was noted.</p>	
<b>CFC22/09/016</b>	<p><b>Any Other Business</b></p> <p>The UHB Chair thanked the Committee for the way in which business was conducted and noted how positive it had been to see Committee Members engaged with the genuine efforts to support staff whilst also looking at how the CFC managed its affairs.</p> <p><b>The Committee resolved that:</b></p> <p>a) All other business was noted and agreed.</p>	
<b>CFC22/09/017</b>	<b>Review of the meeting:</b>	
	<p><b>Date and Time of Next Meeting</b></p> <p>Tuesday 6 December 2022, 9:00am</p>	

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**Action Log**  
**Following Charitable Funds Committee Meeting**  
**20 September 2022**  
**(Updated for 6 December 2022 Meeting)**

MINUTE REF	SUBJECT	AGREED ACTION	COMPLETION DEADLINE	LEAD	STATUS
<b>Actions Completed</b>					
<b>CFC22/06/010</b>	Health Charity Therapy Puppy Proposal	Health Charity team to engage with existing pet therapy organisations and update to be provided at the next meeting	<b>20.09.22</b>	Joanne Brandon	<b>COMPLETED</b>  Presented to the Committee on 20.09.22 – see agenda item 4.3
<b>CFC22/06/016</b>	Reporting Feedback on Successful CFC bids	Impact analysis report for successful bids which justified the investments made and support provided by the Health Charity.	<b>20.09.22</b>	Joanne Brandon	<b>COMPLETED</b>  Presented to the Committee on 20.09.22 – see agenda item 4.2
<b>CFC22/09/007</b>	Health Charity Fundraising Report	Letter of thanks to be sent by Chair and Committee Chair to Irene Chair.		Nicola Foreman	<b>COMPLETED</b>  Letter sent in September
<b>CFC22/09/012</b>	Events Planner Update	Events planner to be circulated to all Board Members	<b>21/09/22</b>	Nicola Foreman	<b>COMPLETED</b>  Sent to Board Members on 21/09/22
<b>Actions in Progress</b>					
<b>BT 22/04/007</b>	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.	<b>06.12.22</b>	Catherine Phillips/Robert Mahoney	<b>Update on 6 December 2022</b>  See agenda item 2.2
<b>CFC22/06/007</b>	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	<b>06.12.22</b>	Catherine Phillips/Robert Mahoney	<b>Update on 6 December 2022</b>  See agenda item 2.2

MINUTE REF	SUBJECT	AGREED ACTION	COMPLETION DEADLINE	LEAD	STATUS
		funds as well as other legacies and donations.			
<b>CFC22/06/009 And CFC 22/06/014</b>	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.	<b>06.12.22</b>	Catherine Phillips/Robert Mahoney, Joanne Brandon / Nicola Foreman	<b>Update on 6 December 2022</b>  See agenda item 2.4  (See Action CFC22/09/005 below).
<b>CFC22/06/014</b>	Clarification of Bids.	A piece of work around Health Charity cash flow to be received at the next meeting.	<b>06.12.22</b>	Robert Mahoney / Catherine Phillips / Joanne Brandon	<b>Update on 6 December 2022</b>  See agenda item 2.2  (See the actions under Action numbers BT 22/09/007 below).
<b>BT 22/01/009 and BT 22/09/009</b>	Disposal of Rookwood Hospital	It was noted that a further report with regards to the proposed way forward would be brought back to the next Board of Trustee meeting.	<b>06.12.22</b>	Fiona Jenkins	<b>Update on 6 December 2022</b>  A report was received by the Trustees at its meeting in September 2022. Further discussions are required, with the matter to be reported to the next CFC meeting (December) and to the Trustees in January.  See agenda item 2.5
<b>BT 22/09/007</b>	Charity's Financial Position	All future CFC and Board of Trustees meeting to receive a routine report which details the Charity's current financial position, including cashflow projections/forecasts, to provide the Trustees with assurance.	<b>06.12.22</b>	Catherine Phillips/Rob Mahoney	<b>Update on 6 December 2022</b>  See agenda item 2.2

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MINUTE REF	SUBJECT	AGREED ACTION	COMPLETION DEADLINE	LEAD	STATUS
		The next CFC and Board of Trustees meetings to receive a report with an overview of which commitments were due in the current financial year, how much was due in year two and how much was due in year three.			
<b>CFC22/09/002</b>	Charitable Funds Strategy Review Session	The actions which arose from the Strategy Review session would be written up and brought back to the Charitable Funds Committee (CFC) in December.  A Task and Finish Group should be set up to progress the Strategy review	<b>06.12.22</b>	Catherine Phillips/Jo Brandon	<b>Update on 6 December 2022</b>  See agenda item 2.3
<b>CFC22/09/007</b>	Health Charity Financial Position & Detailed Investment	EDF to review the outstanding commitments on the Charity's funds.	<b>06.12.22</b>	Catherine Phillips/Rob Mahoney/Jo Brandon	<b>Update on 6 December 2022</b>  See agenda item 2.2
<b>CFC 22/09/013</b>	Third Sector Grant Scheme Update	To invite Third Sector partner to attend CFC to provide update on impact the grant funding made.	<b>20.06.23</b>	Jo Brandon/Nicola Foreman	<b>Update in June 2023</b>
<b>Actions referred to committees of the Board</b>					
<b>CFC22/09/005</b>	Health Meadow	Further meeting required by the CFC for discussion around the Health Meadow and its costs and to then provide recommendations to the Board of Trustees.	<b>19.01.23</b>	Catherine Phillips	<b>Update by 19 January 2023</b>  Due to be discussed at CFC on 6 December 2022, before being referred to the Board of Trustees in January 2023.
<b>CFC22/06/008 and CFC22/06/014</b>	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.	<b>19.01.23</b>	Rachel Gidman/Catherine Phillips/Jo Brandon	<b>Update By 19 January 2023</b>  Endorsement of this Bid was postponed by the Board of Trustee pending further clarification from the IDDF and is due to be presented back to

MINUTE REF	SUBJECT	AGREED ACTION	COMPLETION DEADLINE	LEAD	STATUS
					the Board of Trustee in January 2023.

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# Cardiff & Vale University Local Health Board

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6 December 2022

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**Investment Team**  
*Alexander Dow*  
*Libby Barrett*

**Rathbones**  
Look forward



# Agenda

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1. Performance
2. Asset allocation
3. Responsible investment
4. Market review
5. Any other business

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# Performance

Since inception of the portfolio (17.02.2022 to 27.11.2022)

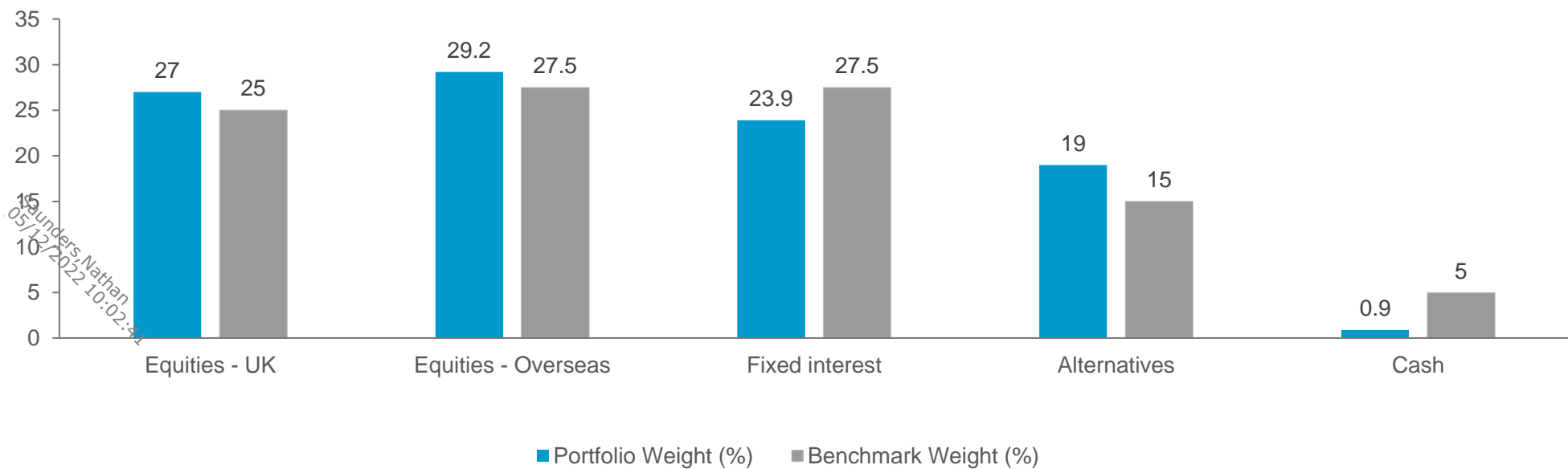
Total return	Since inception (%) 17.02.22 to 27.11.22
UK Equities (FTSE All-Share)	0.81
Overseas Equities (FTSE All-World Ex-UK)	1.13
Government bonds (FT UK Govt All-Stock)	-15.67
Inflation (CPI)	8.95
Cash (UK SONIA)	1.05
Risk level 3 benchmark	-3.02
Cardiff & Vale	-1.01

Portfolio as at 27 November 2022	
Value	£5,584,351
Income	£134,347
Income yield	2.41%

# Asset allocation

As at 27 November 2022

Asset class	C&V (%)	Risk level 3 benchmark (%)
Equities - UK	27.0	25.0
Equities - Overseas	29.2	27.5
Fixed interest	23.9	27.5
Alternatives	19.0	15.0
Cash	0.9	5.0
Totals	100.0	100.0

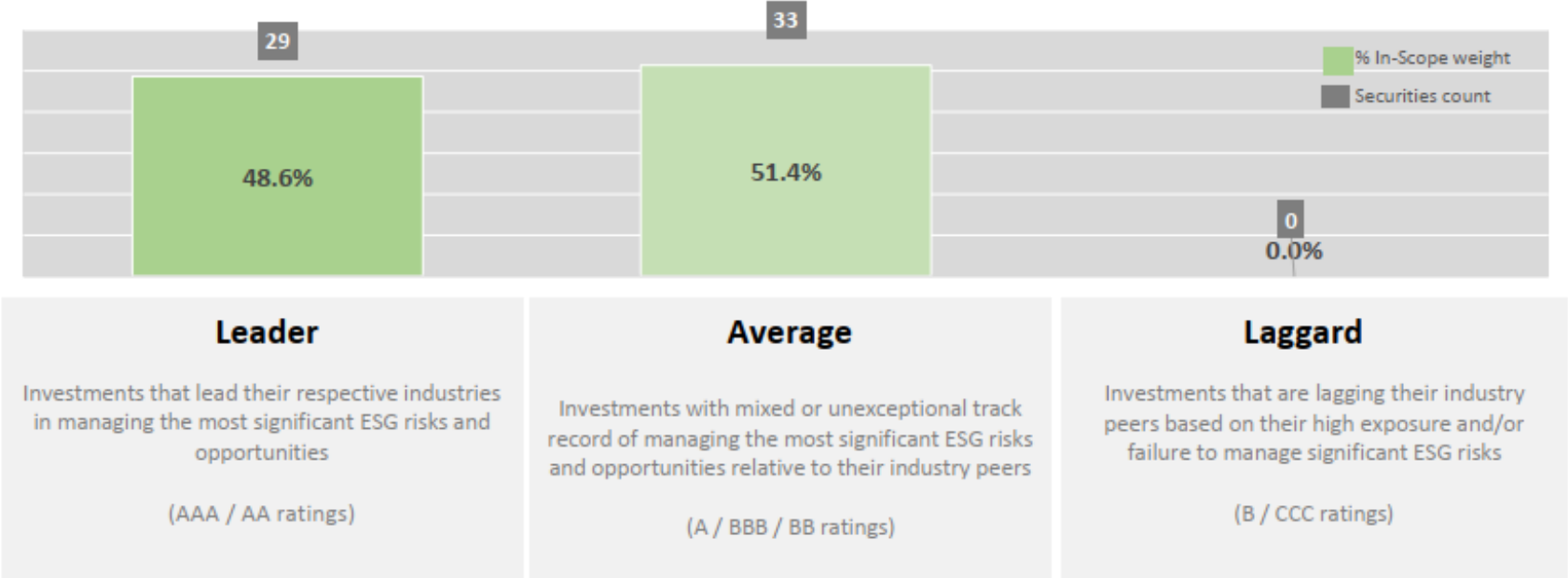


# Responsible investment – portfolio summary

## Proportion of your portfolio which is...



## Summary of MSCI ESG ratings of your IN-SCOPE portfolio...



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Unrated, positive ESG holdings	Gore Street Energy Storage, Renewables Infrastructure Group, Home REIT, Greencoat UK Wind
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# ESG – some recent engagements amongst many



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## Environmental (E)

**Net zero:** So far this year we have engaged with over 50 companies to notify them of our ambitions as a group to achieving net zero across the wider business by 2050 or sooner. We first wrote to them and explained that these commitments cover emissions associated with our operations, supply chain and, more importantly, our investments. As a result of these commitments being made, we noted that we are now setting climate-related expectations for companies within our portfolio. Whilst acknowledging that progress has been made by many over recent years, we believe that, in many cases, policies and practices still fall short of what is needed to prevent exceeding the 1.5oC threshold. We have asked for meetings with the companies, calling on them to demonstrate evidence the Board's commitment to managing climate change risks and that they are aligned with the goals of the Paris agreement.

## Social (S)

**Harassment and discrimination:** We voted for a report on efforts to prevent harassment and discrimination in the workplace at Tesla, the electric car maker. We appreciate that Tesla has adopted a zero-tolerance policy for harassment, discrimination, and bullying. However, we're worried about a number of allegations of racial discrimination and sexual harassment at the company. This includes a lawsuit from the California Department of Fair Employment and Housing for alleged racial discrimination and harassment. The department's director said the agency "found evidence that Tesla's Fremont factory is a racially segregated workplace where black workers are subjected to racial slurs and discriminated against in job assignments, discipline, pay and promotion". Harassment and discrimination can harm corporate earnings by making it harder for companies to recruit and keep good staff, and making it more difficult for talented workers to fulfil their potential through promotion.

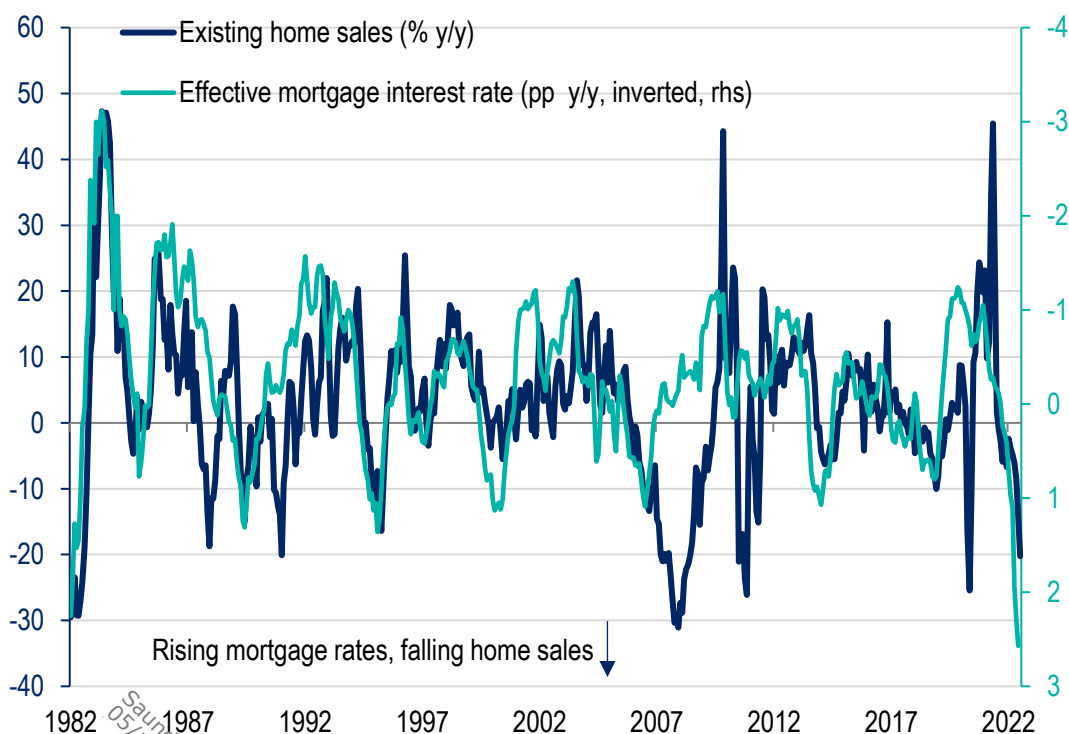
## Governance (G)

**Lobbying:** We supported a shareholder proposal for US streaming company Netflix to produce a report on its lobbying policies and payments. We are concerned that the company doesn't provide information about, for example, the trade associations it's a member of and its rationale for getting involved in politics. The motion passed with 60% backing. In response, Netflix began publishing a report about its political contributions.

Rathbones view in charts

**Growth in the US is slowing, and there are signs that a mild recession is more likely than not**

US existing home sales and mortgage rates (%)



US new loan delinquency rate (%)

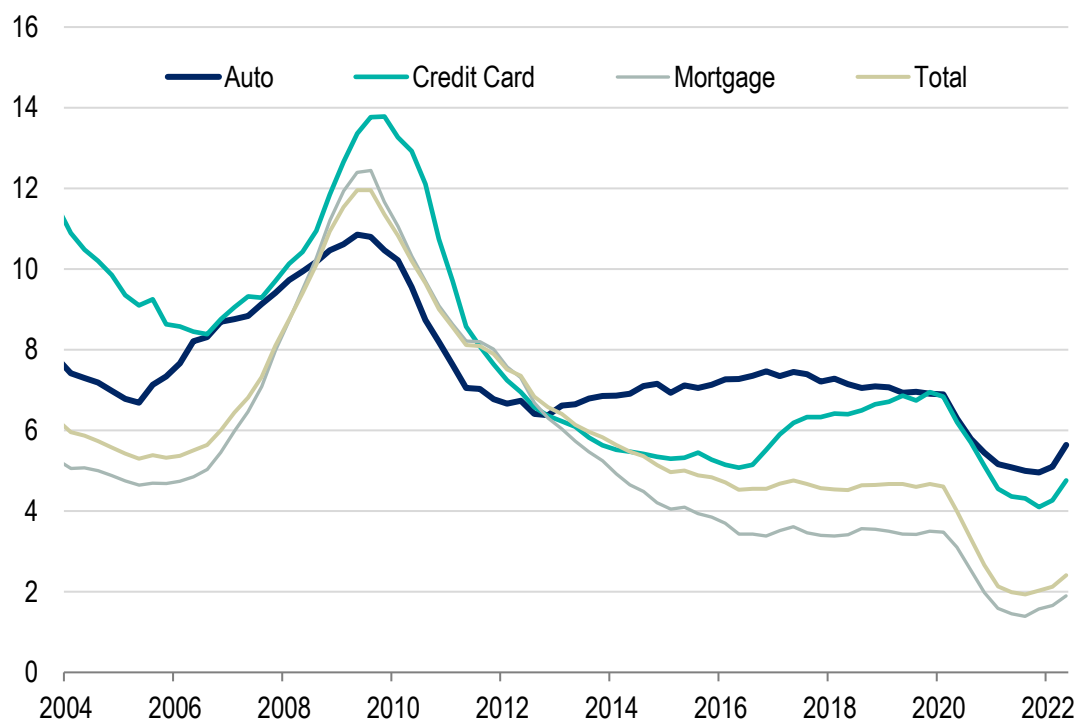
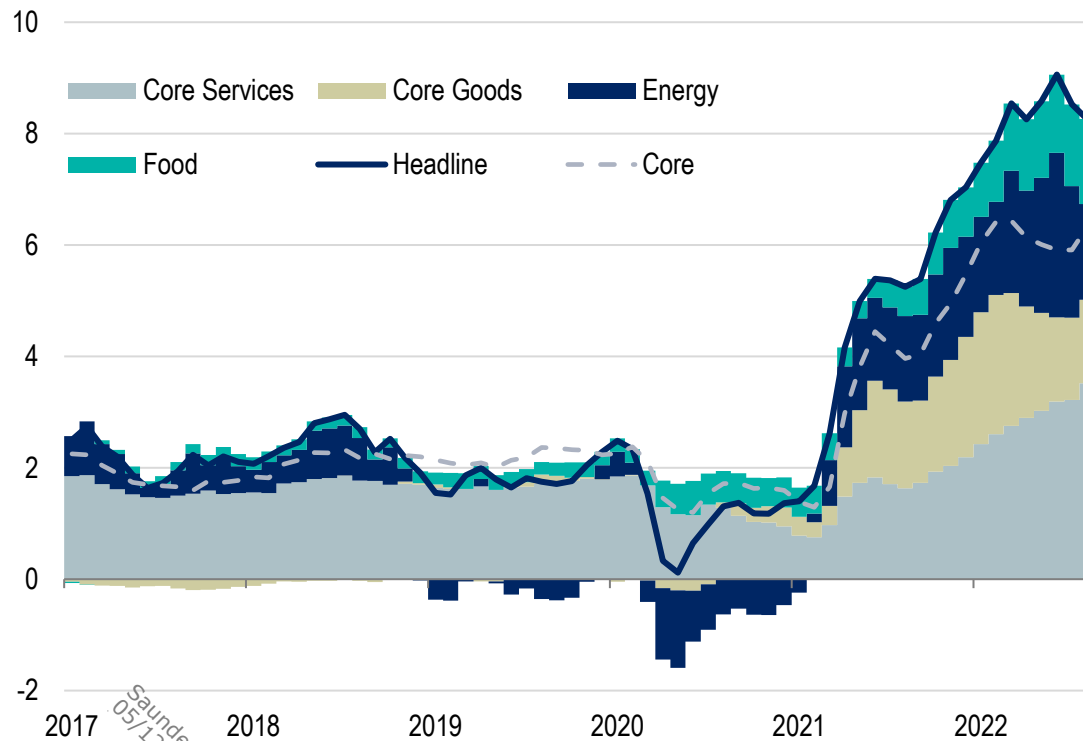


Chart sources: Refinitiv, Rathbones research

Rathbones view in charts

## Many contributors to US inflation should fade, but lots of uncertainty about the downward path

Proportion (%) of headline CPI inflation by sector



US 'quits rate' (%)\* and wage growth (%)

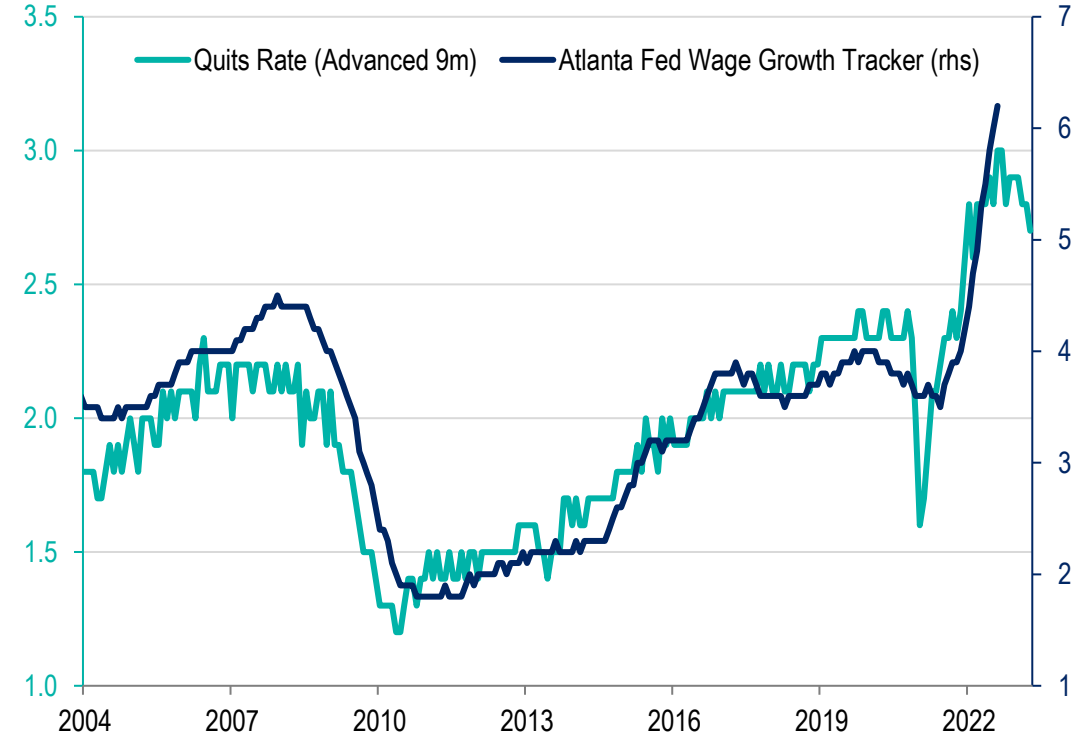
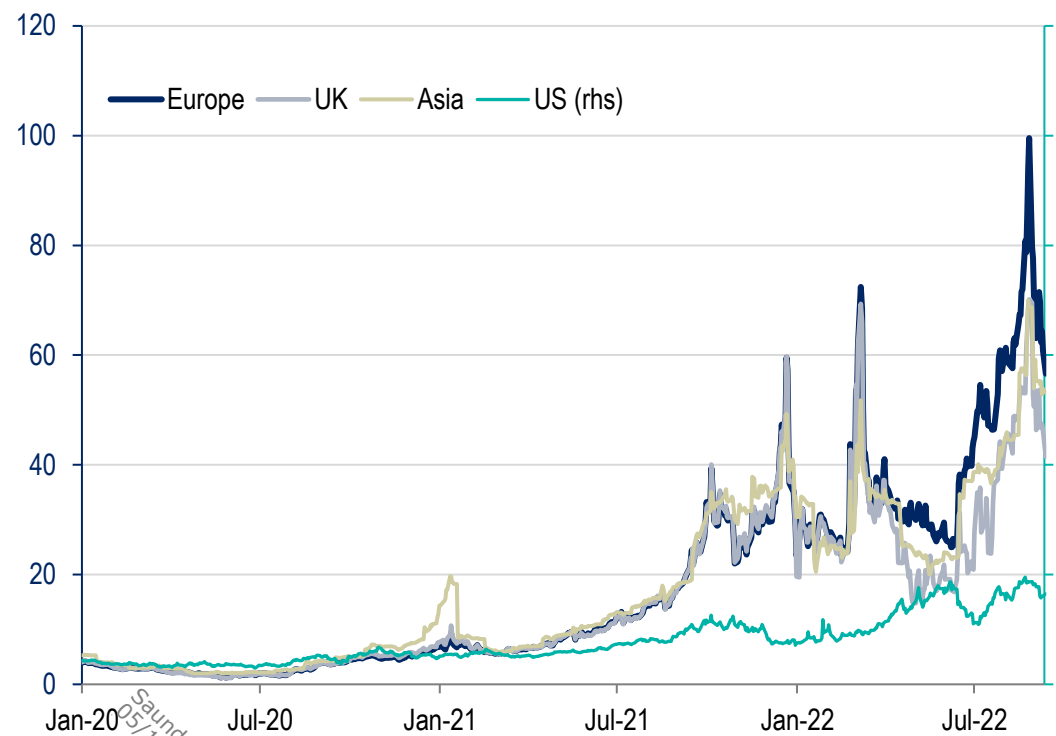


Chart sources: Refinitiv, Rathbones research

# The UK and Europe are struggling with the impact of surging gas prices after Russia cut deliveries indefinitely

Regional gas prices (\$/mBtu\*)



Extra cost of energy after shock vs 1970s (% of GDP)

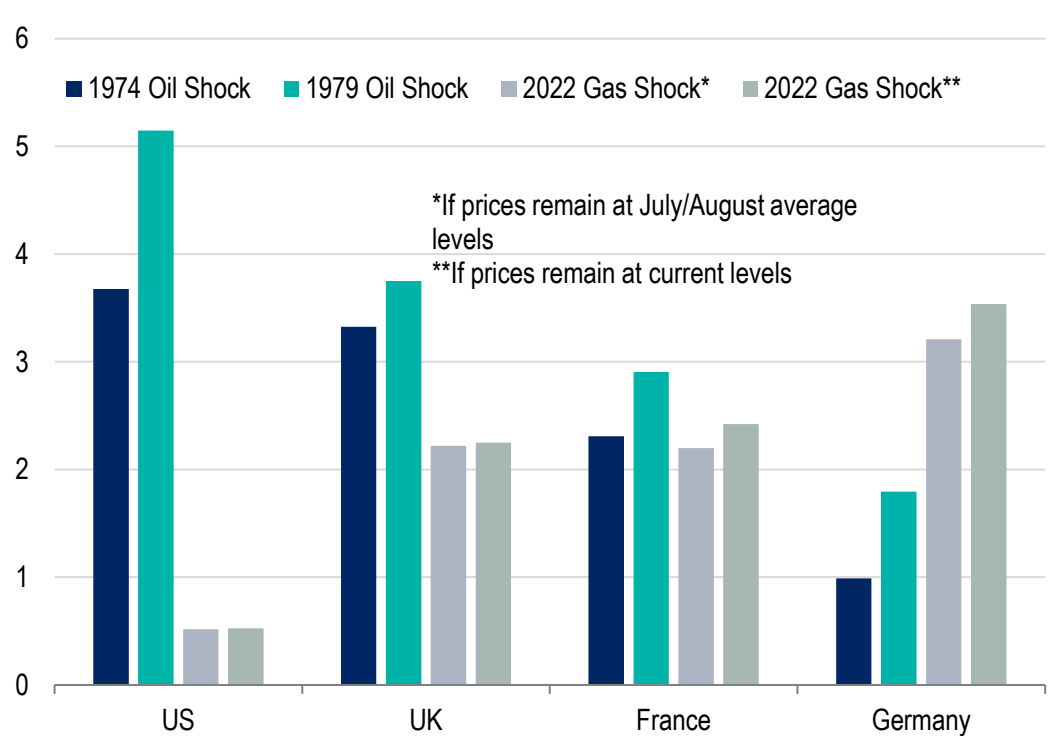


Chart sources: Refinitiv, Rathbones research; \*mBtu = million British thermal units



# FTSE 350 companies earn most of their revenues overseas

Geographical revenue exposure of each regional index

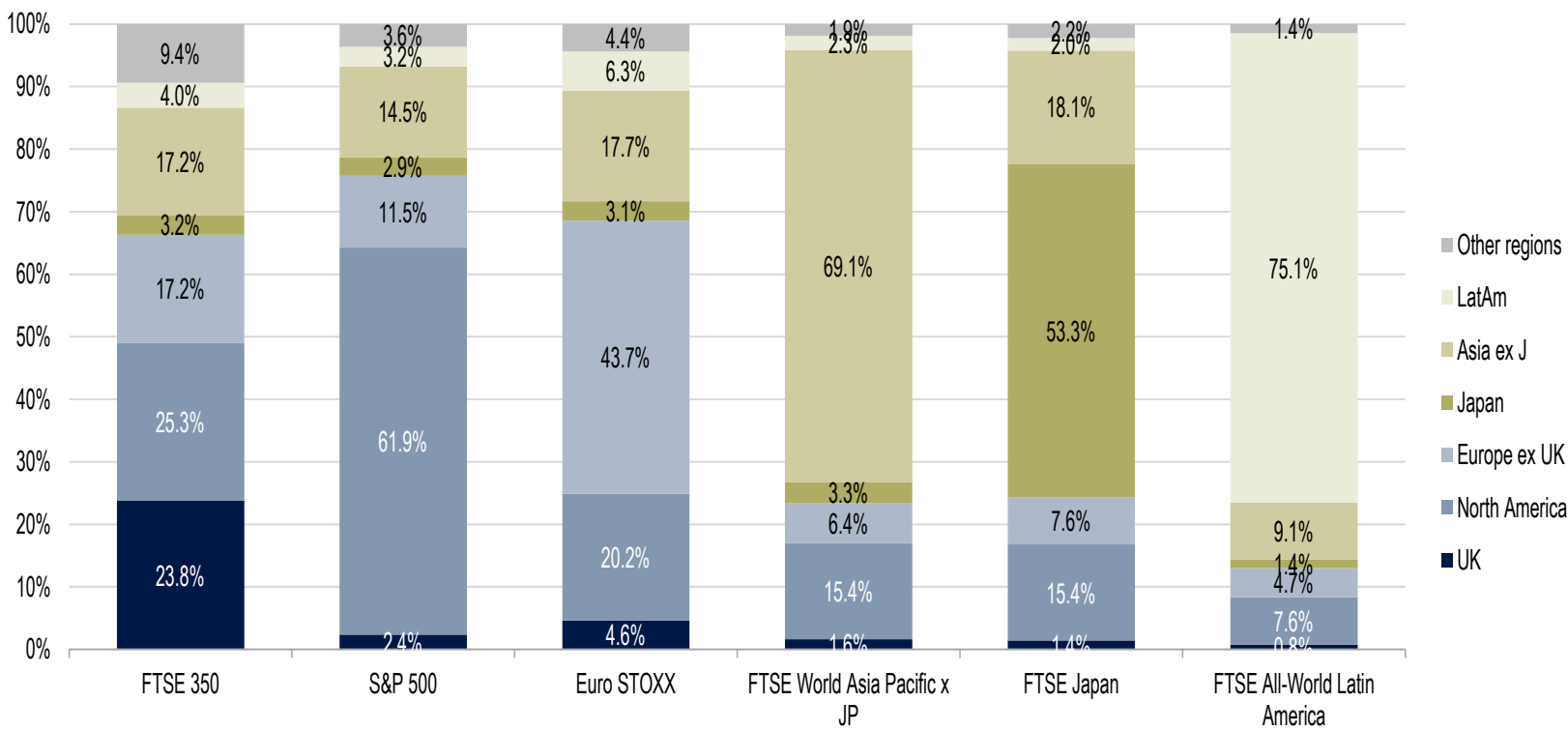


Chart sources: Refinitiv, Rathbones research

**Investments can go down as well as up and you could get back less than you invested. Past performance is not a reliable indicator of future results.**

Rathbones view in charts

## Corporate profit growth has rarely failed to exceed the rate of inflation over prolonged periods, including during the 1970s

Earnings have normally outpaced inflation over time

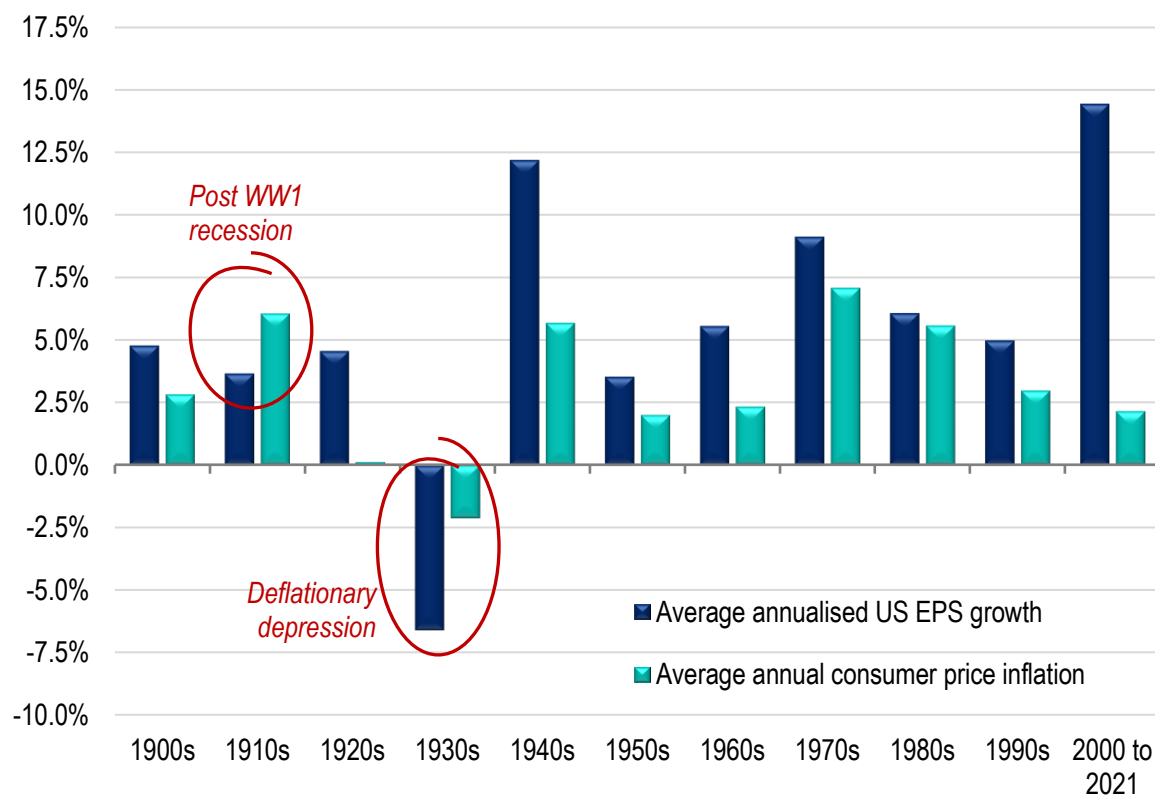


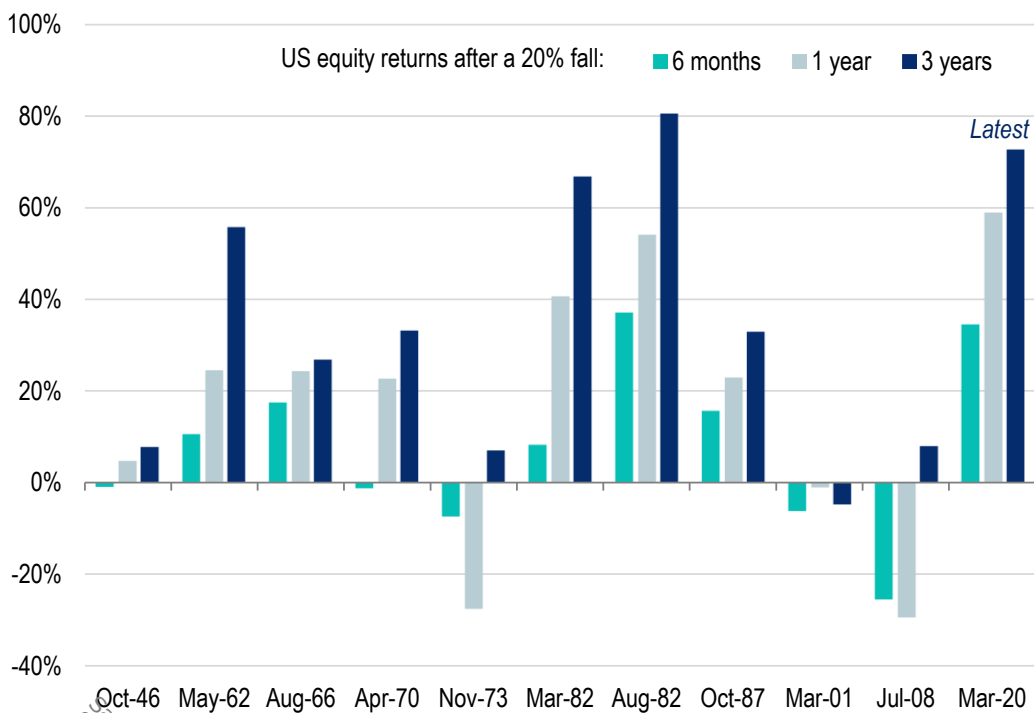
Chart sources: <http://www.econ.yale.edu/~shiller/data.htm>, Refinitiv, FactSet, Rathbones research

**Investments can go down as well as up and you could get back less than you invested. Past performance is not a reliable indicator of future results.**

Rathbones view in charts

20% corrections are painful yet markets can show resilience in the aftermath, especially when there is long-term value

US equity returns after 20% falls from peak to trough



Price-to-earnings ratios\* have fallen a long way

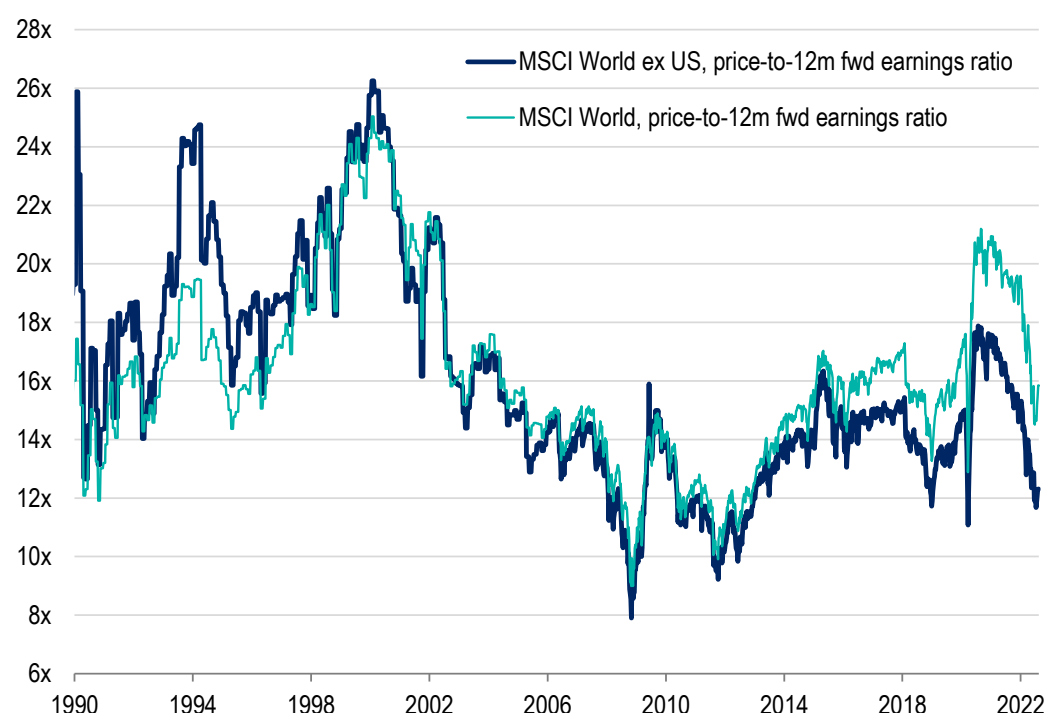


Chart sources: Refinitiv, Rathbones research; \*price-to-earnings ratios measured as prices over estimated earnings per share for the next 12 months ('12m fwd earnings ratio').

Investments can go down as well as up and you could get back less than you invested. Past performance is not a reliable indicator of future results.

## Summary of key points

- Q3 activity in the US is looking good, but there are plenty of signs that a mild recession is more likely than not
- the UK and Europe are struggling with the impact of surging gas prices after Russia cut deliveries indefinitely
- China's struggles continue as it persists with its zero-COVID policy; its deep housing market downturn goes on
- past the peak in US inflation, but the downward path is very uncertainty; falling energy contribution should help
- other contributors to inflation should eventually fade too, but it will take time
- energy bill freeze should help UK avoid further surge in headline inflation, but underlying price pressure still strong
- we think the probabilities of both recession and prolonged high inflation are greater in Europe than in the US
- sterling weak vs \$ due to broad \$ strength amid uncertainty; sterling still resilient against other currencies
- corporate profit growth has rarely failed to exceed inflation over prolonged periods, including during the 1970s
- slowing leading economic indicators should favour defensive equity sectors over cyclical ones
- the valuation gap for UK equities is still large and underlying companies offer exposure to the global economy
- UK equity markets offer exposure to defensive sectors and commodities
- FTSE 350 companies earn most of their revenues overseas
- equities aren't the only game in town; corporate bonds have become more attractive and offer defensive exposure
- 20% corrections are painful yet markets can be resilient in the aftermath, especially when there is long-term value

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**Investments can go down as well as up and you could get back less than you invested. Past performance is not a reliable indicator of future results.**

**Cardiff & Vale University Local Health Board General Purpose Charity**

**Consolidated Interim valuation**

**Valuation as at: 27 Nov 2022**

**Generated: 28 Nov 2022**

**Sterling**

Holding	Security description	Middle price	Market value	% of portfolio	Book cost	Estimated income	Estimated yield %
<b>Fixed Interest</b>			<b>1,336,731</b>	<b>23.94</b>	<b>1,380,417</b>	<b>34,686</b>	<b>2.61</b>
<b>Government Bonds</b>			<b>728,102</b>	<b>13.04</b>	<b>739,784</b>	<b>17,416</b>	<b>2.41</b>
<b>UK Conventional Government Bonds</b>			<b>552,562</b>	<b>9.89</b>	<b>552,521</b>	<b>15,425</b>	<b>2.82</b>
130,000	TREASURY 5% Stock 7/03/2025	£103.73632CD Plus 81 Days	136,311	2.44	136,716	6,500	4.82
140,000	TREASURY 4 1/4% Stock 7/12/2027	£104.07522CD Plus 173 Days	148,517	2.66	149,036	5,950	4.08
340,000	TREASURY 7/8% Green Gilt 31/07/2033	£78.46226CD Plus 119 Days	267,734	4.79	266,769	2,975	1.12
<b>UK Index Linked Government Bonds</b>			<b>175,540</b>	<b>3.14</b>	<b>187,263</b>	<b>1,991</b>	<b>1.13</b>
89,000	TREASURY 1 1/4% I/L Stock 22/11/2027	£197.205305 Plus 5 Days	175,540	3.14	187,263	1,991	1.13
<b>Corporate Bonds</b>			<b>390,225</b>	<b>6.99</b>	<b>418,015</b>	<b>12,953</b>	<b>3.32</b>
<b>UK Investment Grade Bonds</b>			<b>222,379</b>	<b>3.98</b>	<b>246,087</b>	<b>9,681</b>	<b>4.35</b>
94,000	ARTEMIS FUND MGRS Corporate Bond F Inc	£0.9208 NAVCD	86,555	1.55	82,588	3,705	4.28
160,000	RATHBONE UNIT TRUST MGMT Ethical Bond S Inc (GBP)	£0.8489 NAVXD	135,824	2.43	163,499	5,976	4.40

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<b>Overseas Investment Grade Bonds</b>			<b>167,846</b>	<b>3.01</b>	<b>171,928</b>	<b>3,272</b>	<b>1.95</b>
1,900	BLUEBAY FUNDS MGMT Gbl Inv Gr Corp Bd S Inc (GBP)	£88.34 NAV	167,846	3.01	171,928	3,272	1.95
<b>Active Managed Fixed Income</b>			<b>218,404</b>	<b>3.91</b>	<b>222,618</b>	<b>4,317</b>	<b>1.98</b>
<b>Active Mgd Fixed Inc - Directional</b>			<b>111,804</b>	<b>2.00</b>	<b>107,415</b>	<b>0</b>	<b>0.00</b>
110,000	JUPITER UNIT TRUST MGRS Strategic Bond Z Acc	£1.0164 NAVXD	111,804	2.00	107,415	0	0.00
<b>Active Mgd Fixed Inc - Diversified</b>			<b>106,600</b>	<b>1.91</b>	<b>115,203</b>	<b>4,317</b>	<b>4.05</b>
100,000	FIDELITY INVESTMENT SERVICES Strategic Bond Net W Inc	£1.066 NAVXD	106,600	1.91	115,203	4,317	4.05
<b>Equity</b>			<b>3,138,176</b>	<b>56.20</b>	<b>2,894,128</b>	<b>79,418</b>	<b>2.53</b>
<b>United Kingdom</b>			<b>1,510,397</b>	<b>27.05</b>	<b>1,225,208</b>	<b>52,216</b>	<b>3.46</b>
<b>Medical Equipment &amp; Services</b>			<b>51,865</b>	<b>0.93</b>	<b>60,518</b>	<b>1,472</b>	<b>2.84</b>
4,700	SMITH & NEPHEW PLC USD0.20 Ordinary Shares	£11.035	51,865	0.93	60,518	1,472	2.84
<b>Pharmaceuticals &amp; Biotechnology</b>			<b>186,162</b>	<b>3.33</b>	<b>71,426</b>	<b>4,913</b>	<b>2.64</b>
1,200	ASTRAZENECA PLC USD0.25 Ordinary Shares	£109.54	131,448	2.35	32,092	2,660	2.02

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<b>Pharmaceuticals &amp; Biotechnology (cont.)</b>			<b>186,162</b>	<b>3.33</b>	<b>71,426</b>	<b>4,913</b>	<b>2.64</b>
3,120	GSK PLC 31 1/4p Ordinary Shares	£13.924XD	43,443	0.78	32,192	2,253	5.19
3,900	HALEON PLC 1p Ordinary Shares	£2.89	11,271	0.20	7,142	0	0.00
<b>Banks</b>			<b>127,854</b>	<b>2.29</b>	<b>205,452</b>	<b>4,287</b>	<b>3.35</b>
153,535	LLOYDS BANKING GROUP PLC 10p Ordinary Shares	£0.4631	71,102	1.27	98,655	3,270	4.60
9,619	STANDARD CHARTERED PLC USD0.50 Ordinary Shares	£5.9	56,752	1.02	106,797	1,017	1.79
<b>Life Insurance</b>			<b>80,189</b>	<b>1.44</b>	<b>67,905</b>	<b>1,133</b>	<b>1.41</b>
8,500	PRUDENTIAL PLC 5p Ordinary Shares	£9.434	80,189	1.44	67,905	1,133	1.41
<b>Non-Life Insurance</b>			<b>38,304</b>	<b>0.69</b>	<b>46,008</b>	<b>2,650</b>	<b>6.92</b>
1,800	ADMIRAL GROUP PLC 0.1p Ordinary Shares	£21.28	38,304	0.69	46,008	2,650	6.92
<b>Real Estate Investment Trusts</b>			<b>34,029</b>	<b>0.61</b>	<b>65,550</b>	<b>3,135</b>	<b>9.21</b>
57,000	HOME REIT PLC 1p Ordinary Shares	£0.597	34,029	0.61	65,550	3,135	9.21

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<b>Media</b>				<b>91,485</b>	<b>1.64</b>	<b>53,120</b>	<b>1,463</b>	<b>1.60</b>
	3,100	RELX PLC 14.44p Ordinary Shares	£23.25	72,075	1.29	19,051	1,463	2.03
	10,000	S4 CAPITAL PLC 25p Ordinary Shares	£1.941	19,410	0.35	34,069	0	0.00
<b>Personal Care, Drug &amp; Grocery Stores</b>				<b>129,793</b>	<b>2.32</b>	<b>90,870</b>	<b>4,201</b>	<b>3.24</b>
	1,000	RECKITT BENCKISER GROUP PLC 10p Ordinary Shares	£59	59,000	1.06	58,551	1,697	2.88
	1,721	UNILEVER PLC 3 1/9p Ordinary Shares	£41.135XD	70,793	1.27	32,319	2,504	3.54
<b>General Industrials</b>				<b>68,200</b>	<b>1.22</b>	<b>63,089</b>	<b>1,278</b>	<b>1.87</b>
	2,200	BUNZL PLC 32 1/7p Ordinary Shares	£31XD	68,200	1.22	63,089	1,278	1.87
<b>Industrial Engineering</b>				<b>37,710</b>	<b>0.68</b>	<b>37,247</b>	<b>537</b>	<b>1.42</b>
	2,080	WEIR GROUP PLC 12.5p Ordinary Shares	£18.13	37,710	0.68	37,247	537	1.42
<b>Industrial Support Services</b>				<b>67,735</b>	<b>1.21</b>	<b>67,308</b>	<b>1,020</b>	<b>1.51</b>
	2,300	EXPERIAN PLC USD0.10 Ordinary Shares	£29.45CD	67,735	1.21	67,308	1,020	1.51

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**Cardiff & Vale University Local Health Board General Purpose Charity**

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**Sterling**

Holding	Security description	Middle price	Market value	% of portfolio	Book cost	Estimated income	Estimated yield %
<b>Industrial Metals &amp; Mining</b>			<b>90,367</b>	<b>1.62</b>	<b>35,168</b>	<b>8,876</b>	<b>9.82</b>
1,680	RIO TINTO PLC 10p Ordinary Shares	£53.79	90,367	1.62	35,168	8,876	9.82
<b>Precious Metals &amp; Mining</b>			<b>38,448</b>	<b>0.69</b>	<b>23,841</b>	<b>2,377</b>	<b>6.18</b>
1,200	ANGLO AMERICAN PLC USD0.54 Shares (Post Cons)	£32.04XS	38,448	0.69	23,841	2,377	6.18
<b>Chemicals</b>			<b>43,016</b>	<b>0.77</b>	<b>45,375</b>	<b>642</b>	<b>1.49</b>
620	CRODA INTERNATIONAL PLC 10.609756p Ordinary Shares	£69.38	43,016	0.77	45,375	642	1.49
<b>Oil, Gas &amp; Coal</b>			<b>229,475</b>	<b>4.11</b>	<b>78,943</b>	<b>7,675</b>	<b>3.34</b>
15,000	BP PLC USD0.25 Shares	£4.8835XD	73,253	1.31	62,767	2,664	3.64
6,600	SHELL PLC EUR0.07 Ord Shs (UK Quote)	£23.67XD	156,222	2.80	16,176	5,011	3.21
<b>Gas, Water &amp; Multi-Utilities</b>			<b>37,487</b>	<b>0.67</b>	<b>33,428</b>	<b>1,897</b>	<b>5.06</b>
3,677	NATIONAL GRID PLC 12.431289p Ordinary Shares	£10.195XD	37,487	0.67	33,428	1,897	5.06
<b>UK Investment Companies</b>			<b>158,278</b>	<b>2.83</b>	<b>179,960</b>	<b>4,660</b>	<b>2.94</b>
8,600	BLACKROCK ASSET MGRS (UK) UK Smlr Cos D Inc	£8.4635865	72,787	1.30	86,834	1,192	1.64

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Holding	Security description	Middle price	Market value	% of portfolio	Book cost	Estimated income	Estimated yield %
<b>UK Investment Companies (cont.)</b>			<b>158,278</b>	<b>2.83</b>	<b>179,960</b>	<b>4,660</b>	<b>2.94</b>
41,000	MAITLAND INSTL SERVICES LTD Chelverton UK Equity Inc B Inc	£1.0481271 NAVXD	42,973	0.77	47,518	2,299	5.35
1,400	VANGUARD INVESTMENTS FTSE 250 UCITS ETF Inc	£30.37	42,518	0.76	45,608	1,170	2.75
<b>International</b>			<b>1,627,779</b>	<b>29.15</b>	<b>1,668,920</b>	<b>27,203</b>	<b>1.67</b>
<b>North American Investments</b>			<b>1,051,145</b>	<b>18.82</b>	<b>1,098,457</b>	<b>15,822</b>	<b>1.51</b>
610	ABBOTT LABORATORIES NPV Common Stock	USD106.96 LTP	53,949	0.97	55,559	948	1.76
280	ACCENTURE PLC New A Class Shares	USD296.40 LTP	68,622	1.23	71,218	1,037	1.51
73	ALIGN TECHNOLOGY INC USD0.0001 Common Stock	USD194.67 LTP	11,750	0.21	24,168	0	0.00
840	ALPHABET INC USD0.001 Cls A Common Stock	USD97.46 LTPXK	67,691	1.21	89,795	0	0.00
140	AUTODESK INC NPV Common Stock	USD200.66 LTP	23,228	0.42	22,404	0	0.00
2,800	BANK OF AMERICA CORP NPV Common Stock	USD37.70 LTPCD	87,283	1.56	89,029	2,037	2.33
94	BERKSHIRE HATHAWAY INC USD0.0033 Cls B Common Stock	USD317.43 LTP	24,672	0.44	24,858	0	0.00
800	CAPRI HOLDINGS LTD NPV Common Stock	USD53.30 LTP	35,257	0.63	29,793	0	0.00

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**Cardiff & Vale University Local Health Board General Purpose Charity**

**Consolidated Interim valuation**

**Valuation as at: 27 Nov 2022**

**Generated: 28 Nov 2022**

**Sterling**

Holding	Security description	Middle price	Market value	% of portfolio	Book cost	Estimated income	Estimated yield %
<b>North American Investments (cont.)</b>			<b>1,051,145</b>	<b>18.82</b>	<b>1,098,457</b>	<b>15,822</b>	<b>1.51</b>
1,800	CITIGROUP INC USD0.01 Common Stock	USD48.29 LTP	71,872	1.29	74,245	3,036	4.22
550	FIDELITY NATIONAL INFORMATION USD0.01 Common Stock	USD65.98 LTPCD	30,006	0.54	41,641	855	2.85
750	GODADDY INC USD0.001 Cls A Common Stock	USD75.92 LTP	47,081	0.84	48,021	0	0.00
270	JOHNSON & JOHNSON USD1 Common Stock	USD177.24 LTPXD	39,569	0.71	36,697	1,009	2.55
240	JP MORGAN CHASE & CO USD1 Common Stock	USD136.74 LTP	27,136	0.49	25,087	794	2.93
170	MASTERCARD INC USD0.0001 Class A Common Stock	USD351.29 LTP	49,379	0.88	45,803	276	0.56
250	MICROSOFT CORP USD 0.00000625 Common Stock	USD247.49 LTPXD	51,160	0.92	56,522	562	1.10
260	PAYPAL HOLDINGS INC USD0.0001 Common Stock	USD80.08 LTP	17,216	0.31	22,994	0	0.00
330	PEPSICO INC USD0.016666 Cap	USD184.11 LTPCD	50,236	0.90	42,219	1,255	2.50
370	PROCTER & GAMBLE CO NPV Common Stock	USD146.72 LTP	44,887	0.80	43,493	1,118	2.49
750	SPDR SERIES TRUST S&P 500 ETF (GBP)	£333.535	250,151	4.48	254,911	2,894	1.16

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**Cardiff & Vale University Local Health Board General Purpose Charity**

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**Sterling**

Holding	Security description	Middle price	Market value	% of portfolio	Book cost	Estimated income	Estimated yield %
<b>European Investments</b>			<b>277,566</b>	<b>4.97</b>	<b>264,332</b>	<b>8,734</b>	<b>3.15</b>
70	KERING SA EUR4 Shares	EUR545.30 LTP	32,845	0.59	30,951	723	2.20
120	LINDE PLC EUR0.001 Common Shares	EUR331.50 GCQCD	34,230	0.61	29,213	489	1.43
290	MERCEDES-BENZ GROUP AG NPV Ordinary Shares (Regd)	EUR62.47 GCQ	15,588	0.28	15,955	1,073	6.88
420	NESTLE SA CHF1 Shares (Regd)	SWF113 LTP	41,457	0.74	41,801	1,027	2.48
250	NOVO-NORDISK AS DKK0.2 Ser B (Post Split)	DKK849 LTP	24,559	0.44	21,790	323	1.31
110	ROCHE HOLDINGS AG Genusscheine NPV Shares	SWF311.40 LTP	29,921	0.54	34,142	894	2.99
2,000	SANDVIK AB NPV Shares	SEK194.40 LTPXS	30,842	0.55	30,187	754	2.44
2,400	SWEDBANK AB NPV Ser A Shares	SEK167.65 LTP	31,918	0.57	30,005	1,761	5.52
720	TOTAL SE EUR2.5 Shares (Euronext Quote)	EUR58.44 LTPCD	36,206	0.65	30,288	1,691	4.67
<b>Japanese Investments</b>			<b>188,209</b>	<b>3.37</b>	<b>188,999</b>	<b>2,431</b>	<b>1.29</b>
30,000	JP MORGAN ASSET MGRS (UK) Japan C Net Inc	£3.107 NAV	93,210	1.67	96,740	56	0.06
89,000	JUPITER UNIT TRUST MGRS Japan Income U2 Inc (GBP)	£1.0674 NAV	94,999	1.70	92,259	2,375	2.50

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**Cardiff & Vale University Local Health Board General Purpose Charity**

**Consolidated Interim valuation**

**Valuation as at: 27 Nov 2022**

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**Sterling**

Holding	Security description	Middle price	Market value	% of portfolio	Book cost	Estimated income	Estimated yield %
<b>Asia Pacific Investments</b>			<b>53,547</b>	<b>0.96</b>	<b>55,860</b>	<b>0</b>	<b>0.00</b>
5,400	FIRST SENTIER INVESTORS (UK) Stewart Asia Pac Ldrs Sust B	£9.9161 NAV	53,547	0.96	55,860	0	0.00
<b>Emerging Market Investments</b>			<b>57,312</b>	<b>1.03</b>	<b>61,272</b>	<b>216</b>	<b>0.38</b>
36,000	JP MORGAN ASSET MGRS (UK) Emerging Markets C Net Inc	£1.592 NAV	57,312	1.03	61,272	216	0.38
<b>Alternatives</b>			<b>1,060,553</b>	<b>18.99</b>	<b>1,009,773</b>	<b>19,386</b>	<b>1.83</b>
<b>Infrastructure Funds</b>			<b>217,382</b>	<b>3.89</b>	<b>198,131</b>	<b>11,426</b>	<b>5.26</b>
28,924	GORE STREET ENERGY STORAGE PLC 1p Ordinary Shares	£1.13	32,684	0.59	31,816	2,025	6.19
45,689	GREENCOAT UK WIND PLC 1p Ordinary Shares	£1.539XD	70,315	1.26	60,766	3,527	5.02
33,000	HICL INFRASTRUCTURE CO LTD 0.01p Ordinary Shares	£1.64XD	54,120	0.97	50,261	2,723	5.03
46,073	RENEWABLES INFRASTRUCTURE GRP NPV Ordinary Shares	£1.308XD	60,263	1.08	55,288	3,151	5.23
<b>Property Funds</b>			<b>125,487</b>	<b>2.25</b>	<b>93,469</b>	<b>4,459</b>	<b>3.55</b>
<b>Property Funds</b>			<b>125,487</b>	<b>2.25</b>	<b>93,469</b>	<b>4,459</b>	<b>3.55</b>
86,000	CHARITIES PROPERTY FUND Property Fund Income	£1.45915	125,487	2.25	93,469	4,459	3.55

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**Cardiff & Vale University Local Health Board General Purpose Charity**

**Consolidated Interim valuation**

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**Sterling**

Holding	Security description	Middle price	Market value	% of portfolio	Book cost	Estimated income	Estimated yield %
<b>Commodities</b>			<b>124,124</b>	<b>2.22</b>	<b>116,234</b>	<b>0</b>	<b>0.00</b>
<b>Commodities (Non-Cyclical)</b>			<b>124,124</b>	<b>2.22</b>	<b>116,234</b>	<b>0</b>	<b>0.00</b>
4,400	ISHARES PLC	£28.21	124,124	2.22	116,234	0	0.00
	Physical Gold ETC (GBP)						
<b>Actively Managed Strategies</b>			<b>593,560</b>	<b>10.63</b>	<b>601,939</b>	<b>3,501</b>	<b>0.59</b>
74,000	BLACKROCK ASSET MGRS (UK)	£1.679579	124,289	2.23	126,333	0	0.00
	Eurp Absolute Alpha D Acc						
1,000	BLACKROCK (LUX) SA	£119.26 NAV	119,260	2.14	122,100	0	0.00
	Global Event Driven D2RF (GBP)						
46,000	LINK FUND SOLUTIONS	£3.7773 NAV	173,756	3.11	174,527	3,148	1.81
	Ruffer Total Ret I Inc						
57,000	LINK FUND SOLUTIONS	£3.0922 NAV	176,255	3.16	178,979	353	0.20
	Trojan S Inc						
<b>Cash</b>			<b>48,891</b>	<b>0.88</b>	<b>48,891</b>	<b>856</b>	<b>1.75</b>
	£ Capital A/c		48,891	0.88	48,891	856	1.75
<b>Total for Portfolio</b>			<b>5,584,351</b>	<b>100.00</b>	<b>5,333,209</b>	<b>134,347</b>	<b>2.41</b>

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This valuation contains prices as at the close of business on the valuation date. Consequently, it may not be updated for very recent transactions or corporate actions and if you hold illiquid investments, the price shown is the last reported price available to us.

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Report Title:	<b>Charitable Funds Financial Position Report for the Period Ended 31<sup>st</sup> October 2022.</b>			Agenda Item no.	2.2
Meeting:	<b>Charitable Funds Committee</b>	Public	X	Meeting Date:	06.12.22
Status (please tick one only):	Assurance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Information
Lead Executive:	<b>Executive Director of Finance</b>				
Report Author (Title):	<b>Deputy Director of Finance</b>				

## Main Report

### Background and current situation:

#### Background and current situation:

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

- Provide information on the year to date financial performance of the Charity for the period April 2022 to the period 31<sup>st</sup> October 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 **£0.875m** for the period ending 31<sup>st</sup> October 2022.
- The stock market remains volatile with cumulative losses currently standing at **£0.443m** for the period ending 31<sup>st</sup> October 2022;
- General Reserves are currently overcommitted against outstanding approvals to the value of **£1.205m**

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

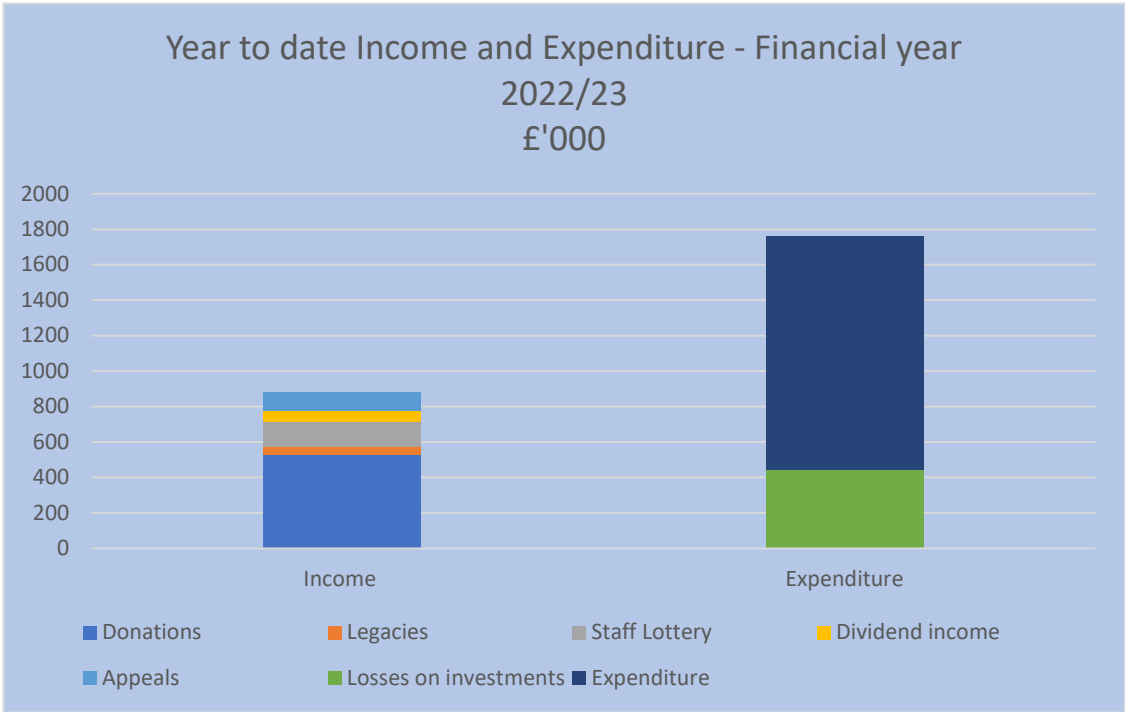
#### Financial Performance for 31<sup>st</sup> October 2022

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

**Table 1: Financial position of the Charity for the period to 31<sup>st</sup> October 2022.**

	Unrestricted Funds £'000	Restricted Funds £'000	Endowment Funds £'000	Total Funds £'000
<b>Fund Balances brought forward April 2022</b>	<b>4,680</b>	<b>1,784</b>	<b>2,524</b>	<b>8,988</b>
Total Income Resources	623	260	0	883
Total Resources Expended	-1,055	-260	0	-1,315
<b>Net Incoming/( Outgoing) Resources</b>	<b>-432</b>	<b>0</b>	<b>0</b>	<b>-432</b>
<b>Gains / ( Losses) on Investment Assets</b>	<b>-440</b>	<b>0</b>	<b>-3</b>	<b>-443</b>
<b>Fund Balances carried forward October 2022</b>	<b>3,808</b>	<b>1,784</b>	<b>2,521</b>	<b>8,113</b>
<b>Net Movement in Funds</b>	<b>-872</b>	<b>0</b>	<b>-3</b>	<b>-875</b>

Table 1 shows the Charity generated £0.883m of income and spent £1.315m for the first seven months of the financial year. This has resulted in net expenditure of £0.432m. In addition, the charity also had market value loss on its investments of £0.443m for the period compared to the April 2022 valuation. The combined effect of these results is a net decrease in fund balances for the period ending October 2022 of £0.875m. 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 31<sup>st</sup> October 2022**

Income	Unrestricted £000	Restricted £000	Total £000		21/22 To October £000		20/21 To October £000
Legacies	45		45		13		3
Donations	527	1	528		494		1,219
Staff Lottery		141	141		138		125
Appeals		107	107		15		40
Dividend Income	50	12	62		82		70
<b>Total Income</b>	<b>622</b>	<b>261</b>	<b>883</b>		<b>742</b>		<b>1,457</b>

2020/21 included some significant acts of generosity from individuals and a large contribution from NHS Charities together during the pandemic period.

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

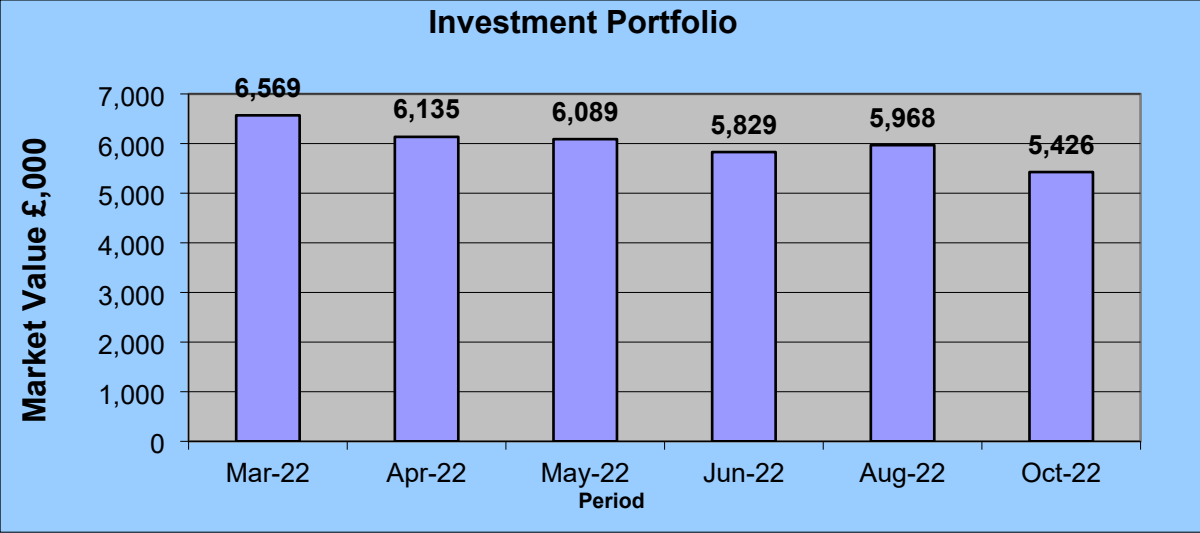
Table 3: Summary Balance Sheet as at 31<sup>st</sup> October 2022

	Opening Balance £000 01.04.22	Closing Balance £000 31.10.22
<b>Fixed Assets</b>		
Investment Portfolio	6,569	5,426
Rookwood Hospital	2,479	2,479
Net Current Assets / Liabilities	-60	208
<b>Total Net Assets</b>	<b>8,988</b>	<b>8,113</b>
Unrestricted Funds	4,680	3,808
Restricted Funds	1,784	1,784
Endowment Funds	2,524	2,521
<b>Total Funds</b>	<b>8,988</b>	<b>8,113</b>

The fund balances have decreased by £0.875m in the period to £8.113m. Of the closing fixed asset balance, £2.479m relates to Rookwood Hospital with the balance of £5.426m relating to the investment portfolio. Of the net current assets closing balance of £0.208m, some £0.622m is supported with cash (with the balance being net current liabilities of £0.414m).

The following graph shows the investment portfolio’s performance from April 2022 to October 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 £5.426m for the period ending October 2022, which includes two cash withdrawals totaling £0.700m in the current financial year and resulted in a market value loss of £0.443m for the period ending October 2022 compared to the opening balance of £6.569m.

In summary the value of the Charitable Funds has decreased by £0.875m in the current year to £8.113m. This decrease represents net expenditure of £0.432m and market value losses of £0.443m.

## Table 5 – Cashflow Forecast

The cashflow forecast below provides an estimate of the cashflow projections from 1<sup>st</sup> November – 31<sup>st</sup> March 2023. The committee will note that Charitable cashflows, especially receipts are difficult to predict with any certainty and therefore could be subject to change. The department updates the cashflow for actuals each month.

### Cardiff and Vale Health Charity Cash Flow Forecast

	Dec-22	Jan-23	Feb-23	Mar-23
<b>Brought forward balance</b>	<b>699,541.51</b>	<b>566,150.59</b>	<b>302,150.59</b>	<b>269,333.17</b>
	<b>Est</b>	<b>Est</b>	<b>Est</b>	<b>Est</b>
<b><u>Receipts</u></b>				
Other Donations	31,000.00	31,000.00	31,000.00	31,000.00
JustGiving	10,000.00	10,000.00	10,000.00	10,000.00
Fundraising	10,000.00	10,000.00	10,000.00	10,000.00
NHS Charities				
Staff Lottery	23,000.00	23,000.00	23,000.00	23,000.00
Rathbone Div Income		35,000.00		
Rathbone Cash Tfr				
Food Sense Wales			40,000.00	
Legacies (est)				
<b>Total Receipts</b>	<b>74,000.00</b>	<b>109,000.00</b>	<b>114,000.00</b>	<b>74,000.00</b>
<b><u>Payments</u></b>				
Other Creditors	-10,000.00	-10,000.00	-10,000.00	-10,000.00
Cardiff and Vale	-20,000.00	-20,000.00	-20,000.00	-20,000.00
Food Sense Wales	-35,000.00	-35,000.00	-35,000.00	-35,000.00
Trade Creditors	-40,000.00	-40,000.00	-40,000.00	-40,000.00
C&V Employees Wellbeing		-194,000.00		
C&V Quarterly Salary Recharges ( Admin)	-23,573.10			-23,573.10
C&V Quarterly Salary Recharges ( Audit)	-4,817.82		-4,817.42	-14,817.82
C&V Quarterly Salary Recharges ( Fundraising Recharges)	-74,000.00	-74,000.00	-37,000.00	-37,000.00
<b>Total Payments</b>	<b>-207,390.92</b>	<b>-373,000.00</b>	<b>-146,817.42</b>	<b>-180,390.92</b>
<b>Closing balance</b>	<b>566,150.59</b>	<b>302,150.59</b>	<b>269,333.17</b>	<b>162,942.25</b>

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Forecast Financial Position of the Charity’s General Reserves

Whilst the charity has a net worth of £8.113m, 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 (£0.460m) made up of the following:

- Consolidated general reserve fund balance of £0.017m
- Year to date investment losses of (£0.443m);

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 £0.745m and are summarised below

Table 6: Outstanding commitments against General Reserves

Commitments	Approved £ £'000	Outstanding £ £'000	Comment
UHB Transport Solutions	392	62	
Staff Recognition Awards	20	20	£5k per year - 4 years outstanding
Cost of Fundraising Team 2022/23	495	164	Full year £407 ( net of recharge) less £243k 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	9	
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	20	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	
Employee Wellbeing Service	195	107	
Total	1,470	745	

This means that general reserves are over committed by circa £1.205m. A key driver for this is the year to date performance of the investment portfolio, which has achieved losses of £0.443m for the period ending October 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 be concluded in January 2023 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 is 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:	Charitable Funds Draft Strategy			Agenda Item no.	2.3
Meeting:	Charitable Funds Committee	Public	<input checked="" type="checkbox"/>	Meeting Date:	6.12.22
Status (please tick one only):	Assurance	Approval	<input type="checkbox"/>	Information	<input checked="" 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:

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

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

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

The Health Charity's Strategy for the period 2019 – 2024 was approved in principle by the Charitable Funds Committee on 10.09.19 September 2019 and subsequently endorsed for publication by the Board of Trustees on 23.07.20 where it was revised to cover the period 2020 – 2025 (Appendix 1).

In the CFC meeting held on 21<sup>st</sup> June 2022, the committee discussed the requirement for a review of the Strategy, following on from the Covid-19 pandemic and all of the learnings and change that it had brought.

A Strategy Review Session was subsequently held on 20<sup>th</sup> September 2022, attended by available members of the CFC and facilitated by a member of the Health Board's Organisational and Development Team.

The CFC Meeting also held on the 20<sup>th</sup> September, which reviewed the Strategy Session, concluded that a Task and Finish Group should be set up to progress the Strategy review work.

Actions from the session were written up (Appendix 2) to take forward to the Task and Finish Group meeting being held on the 22<sup>nd</sup> November, and a verbal update will be provided to the CFC on the 6<sup>th</sup> December 2022.

The committee concluded that the new Strategy would be finalised by the new financial year and there would be a focus on the cost of living crisis over the winter months, thereby allowing actions from the Strategy review session to be embedded.

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

CFC is asked to note the progress of the Task and Finish Working Group and offer any additional comments or guidance to progress the next iteration of this policy.

**Recommendation:**

**The Committee is requested to:** note the progress on the review of the Health Charity Strategy Review.

**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	x	7. Be a great place to work and learn	x
3. All take responsibility for improving our health and wellbeing		8. Work better together with partners to deliver care and support across care sectors, making best use of our people and technology	x
4. Offer services that deliver the population health our citizens are entitled to expect		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		Integration	x	Collaboration	x	Involvement	x
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**Impact Assessment:**

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

Risk: Yes/No

Safety: No

Financial: Yes

*As outlined within the strategy*

Workforce: Yes

*As outlined within the strategy*

Legal: No

Reputational: Yes

*As outlined in appendix 2*

Socio Economic: No

Equality and Health: No

Decarbonisation: No

**Approval/Scrutiny Route:**

Committee/Group/Exec Date:





GIG  
CYMRU  
NHS  
WALES

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



Cardiff & Vale  
**Health**Charity  
**Elusen**lechyd  
Caerdydd a'r Fro

# Cardiff & Vale Health Charity Strategy

## 2020 - 2025



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



## INTRODUCTION

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

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

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

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

### How we developed our strategy

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

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

## VISION

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

## MISSION

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

## VALUES

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



## OVERALL AIMS

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

## THE CHALLENGES WE FACE

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

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



## OUR OBJECTIVES

### Objective One

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

### How will we do it?

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

 <p>Patients and Community</p>	 <p>Art</p>	 <p>Nurses and Health Care Support Staff</p>
 <p>Third sector and the community</p>	 <p>Staff Lottery</p>	 <p>Wellbeing</p>

## Objective Two

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

### How will we do it?

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

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

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## Objective Three

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

### How will we do it?

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

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

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# Objective Four

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

## How will we do it?

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

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

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# OUR OBJECTIVES

## Objective Five

We will improve and develop our fundraising capability.

### How will we do it?

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

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



# DELIVERY

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

## The Four Pillars

Priorities - aligned to the strategy	Income generation	Financial plan	Passion of individuals
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We will aim to do this by:

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

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

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

## GOVERNANCE ARRANGEMENTS

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

### Our annual focus

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

### Generate income for the General Purpose Fund

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

### Evaluating success

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

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

Registered with the Charity Commission: 1056544.

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# Cardiff & Vale Health Charity Strategy Review Session

20<sup>th</sup> September 2022

## Session notes

### Discussion 1 - Reflect and Review

What challenges have we faced?

What have we overcome?

How have we changed?

What successes have we had?

### Table 1

- **Working differently – How?**
  - Went well
  - Impulsive
- **Opportunity donations evolution**
  - Giving time not just money
  - “Value” staff
  - Partnerships have evolved
  - To holistically look to improve staff wellbeing
  - How hybrid working can support
  - How can we all link to one project – How can we evolve this more?
  - Make these more visible.
- **Little things matter**
  - Make it real for people
  - Step into the person’s shoes and spend the money
  - Need to be seen to be spending the money reputation/Custodian
  - Improvise with the person and boost morale.
  - Small Bids
- **Dare to Dream**
  - Working with partnerships.

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## Table 2

- Less Disposable income going forward.
  - Cost of living crisis etc.
- Plans put on hold – CF Team
  - Expectation Fundraising would stop.
- Adapted to keeping safe.
- Managing how the donated money would be spent.
- Fundraising events postponed- Now
  - People still resilient to go.
- People not carrying CASH
  - Need contactless donations to be sorted.
- Hard to communicate to all – Charity/Ambassadors
- External Engagement easier than internal.
- Culture of NOT spending in CB's
  - Keeping money for 'rainy day'
  - Raise, Profile, Performance and Reviews.
- Only access to 4% value CF money in the team.
- Finance complex area, 2.8M

## Discussion 2 - Revisiting Our Strategy

Are we:

Doing the right things

At the right time

For the right reasons?

...how do we know?

Review of our strategy:

- Vision
- Mission
- Aims

Are they still relevant?

- If so, how?
- If not why not?
- What's missing?

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- **Manage expectations**
  - Still receiving donations for events on hold
  - Staff still reluctant to engage
  - Rebuilding relationships and retaining
- **Communication**
  - Raise awareness and cascade
- **Fund held in charity**
  - 5 Team, how money can support?
- **How donations evolving**
  - Give time
  - More opportunity
  - Partnerships
- **More links to wellbeing and more links with staff**
- **Little things matter – in staff shoes, make it real and relevant**
- **More visible**
  - Hybrid working can support
- **CB**
  - Endowment funds
  - Build into perk reviews

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## Vision and Mission (Table1)

- Add Value/Opportunity/Time/Focus off money.
- Creative ambition- Art of the possible.
- CAV Community through the strategy and patient population.
- Create opportunity for people to join us.
- Are we retaining people by engaging?
- Productive and developing the community.
  - Environment
- Reducing anxiety
- Welcoming for Staff, family and relatives.
  - Prevention agenda is a huge opportunity to promote wellbeing
- Share the ambition
  - Opportunity for them to move the magic of the CFC and how we do it uniquely.
  - Plain English
- Simple message.
  - Test it with people. Does it relate to you?
  - Tap into CSR and the environment / sustainability
  - This needs to top into “the pillars. x4”
  - Achievable – Need to be a stronger hook
- Something around digital fundraising and platforms.
- Vision is repetitive
- Working together rather
  - with staff and patients
- Third sector needs expanding and increasing.
- Lack of financial plan- to support delivery of the strategy
- Managing expectations
- Make more business-like with staff, patients and community.
- To be a more dynamic fundraising charity.
  - To better improve Health and Wellbeing for communities CAVUHB
- Do these need to be updated?
- Are they still relevant?
  - If so, how?
  - If not, why not?

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- What needs to come out?
- What needs to go in?
- Language, Inclusive, Understandable
- Scope
  - Who are we improving things for?
  - Do we need to include 3<sup>rd</sup> sector, others?

## **Vision and Mission (Table 2)**

### **Vision**

Working together with staff, people in our communities to be a dynamic charity to live well and to support communities of CAVUHB to live well.

### **Mission**

Making people's lives together better.

### **Attract a wider audience**

- Sign poster better e.g. QR codes and hashtags
- Reaching out to see what others want – polls
- What are the barriers with the other groups e.g. young men
- Give everybody more visibility of the Health Board and what it does – not just for emergencies.
- Scheduled themes content so it is noticed and variation of content around campaigns

### **Opportunities more humans**

- Staff App
- More people in media
- P & C
- Humans of NY stories of people over long periods of time staff & patients – Multiple videos
- More engaging formats in digital – snappy
- Publication of more human stories – encourages more

### **Identify/Capitalise on trends**

- Monitoring social media trends
- Research and bring personal knowledge

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- Monitor news and events
  - Guardian / LinkedIn
- Trial and error to experiment with new ideas to understand the trends further

### **Reflection of audience**

- Look at other accounts
- Satisfy audience we already have
  - To encourage sharing
  - Reach men via women
- Less formal tone and humour
  - Less from an operational perspective
  - Develop a culture of story telling
  - Ask people to share e.g. 'What do you do for your wellbeing?'
- Put time aside to monitor trends
- Share ideas amongst team
- Most engaged content – share at meeting
- Eurovision!
  - Premiering videos ...
  - What is coming up
- Ask people to follow when you meet
- Give away e.g. sport / gig tickets when people like/share and comment to win.
- Are we sharing enough content that would be of interest to men?
- Shane Soda, content into local fb groups routinely
  - People are more likely to engage and follow if they know we are the source of high quality and accurate info
- Pull together a content calendar of popular culture, events, TV releases, gigs etc.
- Campaign to break down blame/stigma of men paying attention to/ talking about their health
  - Link in with influencers and popular figures.

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## Pillars and Objectives – Group Discussion

- Made things difficult
  - Contradictory
- Do we need both objectives and pillars?
- Plan against delivery of objectives

### KNOCK THEM DOWN – Simplify

1. What does good look like?
  - Holding to account
2. Evaluate how we have met 'good'
  - Need flexibility within overall strategy.
3. Celebrate and Promote success.
  - Fund holder managers using money quickly.
  -

### Objectives

- People
- Communities
- Partnerships
- Sustainable living
- Liberate funds
  - Culture
  - Process
- Spend as well as earn
  - The value not just cash
- How do we help people?
  - Solutions
  - Navigate
- What and how are we going to measure that our objectives are the right ones and make a difference
- Use the Public Needs Assessment
  - Patient Experience
  - PHW and RPB
- Plug us into the main effort
- Staff heat + eat = basics

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Main efforts for the year – What do success look like?

### **Objective One**

- Not doing all we've said we would.
- Change focus
  - who's responsible?
  - Agree to utilise
- Aligning strategy to charity.
- Help others recognise and get involved – main effort

### **Objective Two**

- How to get people active and eat well
- Not just promote but to DO

### **Objective Three**

- Ok, but wording needs revisions

### **Objective Four**

- Annual plan supported by financial plan
- Beginning of the year PN assessment
- Deprivation southern ARC.

### **Objective Five**

- Accessing funds already held £65m

### **Challenges**

Reframe the opportunities not the challenges

- Learning System
  - Quality of excellence as we continue to teach
  - Build in agility

#### **Listen**

- Aware that we know people want us to do.

#### **Community**

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- How are we making things better for a marginalised group
- Pro- activity being pro – active with a community
- Flexible
- Assignment with strategy
- Reset the process to liberate the endowment

### **Challenges stated are not challenges**

- Cashless society
- Competition from other charities
- Diverse communities we serve
- Raising profile within HB
- Proactive use of restrictive funds
- Making a tangible difference
- Exceptions higher
- Understanding difference between CORE and Charitable Funds
- Negative press on funding spent on wellbeing
- Charitable market is saturated

### **Pillars**

- Not needed
- Look at the how – bring it back to the CFC for the conversation
- What does good look like throughout?

### **Aims**

- Find out what people want and how to be more reactive?
  - What would we continue to do and not continue.
- Be aware of education
  - Information for obtaining money/bids.
  - Giving people a voice
- You said : We did
- What can and can't the CFC deliver?
  - What is our responsibility
- Ambitions for the community
  - Cottage garden/ comm/prevention

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- Target those most in need
  - Take what you need
  - Demographics
- A specific need is met
- Overlap with objectives
- Make it shorter

## Evaluation

How do we measure aims?

## Actions

- Write up visions
  - Mission
  - GRP – Virtually
  - Youth Groups
- Backs to CFC to sign off
- Discussion at CFC and brief chair (Mike/Catherine)
- Aims and Objectives
  - Who to action
  - Discuss at CFC
  - Jo pull together
  - All share and engage
  - CB meetings to share senior idrsp board Mike/Rachel
- Discuss endowments
  - Fund holder managers engagement

Board of trustee- draft to be shared

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Report Title:	Our Health Meadow Funding Proposal			Agenda Item no.	2.4
Meeting:	Charitable Funds Committee	Public	√	Meeting Date:	06.12. 2022
Status (please tick one only):	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:					
<p>Our Health Meadow is a bespoke and unique undertaking for the Health Board and Health Charity, which addresses health inequalities including the social value and sustainability agenda across Cardiff and the Vale of Glamorgan.</p> <p>The paper sets out the continued funding requirement and requests financial underwriting of Phase Two of the Nature Haven construction project for Our Health Meadow (OHM). It highlights the risks but also potential opportunities in realising this unique, innovative social value project that is a first in Wales; offering intervention, rehabilitation and a host of sustainability benefits to patients, staff and the UHB, particularly in reducing health inequalities in marginalised groups.</p> <p>The Charitable Funds Committee (CFC) received the initial proposal for continued funding to support the development and delivery of Our Health Meadow (OHM) at University Hospital Llandough on 20<sup>th</sup> September 2022. Following discussion, the committee requested further information to support the proposal, to include a structured financial plan which sets out the financial commitment and includes the various funding opportunities and timescales.</p> <p>The committee is asked to consider the paper alongside the background information (Appendix 1), and financial plan (Appendix 2), which provides evidence of the clinical benefits available from clinical and academic research. This evidence is peer reviewed to demonstrate its impact and benefit on patients, staff and wider communities in line with the Health Charity's strategic aims. (Currently under review)</p> <p>The Health Charity has adopted new ways of working to facilitate the continued project development in line with Health Board's Standard Operating Procedures.</p> <ul style="list-style-type: none"> <li>• We have developed an outline business case with Down to Earth, this is currently being scrutinised by the independent cost advisors</li> <li>• Down to Earth has a strong track record of working with experts in the green procurement space, in line with our current principles of identifying more sustainable and carbon reducing green procurement</li> <li>• Worked with the finance team to finalise costs</li> <li>• Worked with procurement – meeting the green agenda requirement</li> <li>• Identified and formalised revenue costs for 5 years maintenance</li> <li>• Appointed Gleeds Property and Construction Consultants as the independent cost advisor, with support from Capital, Estates and Planning</li> </ul>					

## **Financial Position - (see Appendix 2 - financial spreadsheet)**

The development of OHM Phase two requires additional funding of **£1,788,259** for the development and build plus **£200,000** for the subsequent guardianship and maintenance to continue to develop this unique project, and is requesting that funding of the total amount of **£1,986,864** is underwritten from General Reserves whilst the Health Charity simultaneously continues to fundraise.

With support from Our Health Meadow subcommittee, an appeal fund was established in 2017 and the Health Charity Team has developed a high-profile proactive campaign and portfolio of bids and applications. This has been successful in applying for alternative income sources and fundraising schemes.

To exploit bids and applications from individuals and organisations willing to support and progress the Green Agenda in Wales the health charity team has developed a proposal to maximize the opportunity to secure additional income from high-net-worth events, focusing on those likely to support community, environmental, social value and social cohesion and/or NHS projects.

Securing financial commitment for this project will also reduce future development/build costs, capitalise on the ENRAW monies currently provided, build on the established working relationships within the organisation and with the community groups currently on sit, and place the project in a strong position to seek alternative funding streams.

## **Potential funds from sale of Rookwood Hospital**

In respect of the potential funds available from the sale of Rookwood Hospital, the Health Charity has liaised with the UHB's Governance Risk Management Team and Geldard's Solicitors; a specialist in charity law and governance, and has received advice:

The Rookwood covenant confirms that the land must be used as: a hospital or home...for sick and disabled persons. An application would need to be sought via the charity commission to extend the scope of the covenant to allow the property to be sold and to expand the use of the proceeds of sale

Until further action is taken the funds are not able to be used for anything other than that designated in the stipulation of the above covenant.

The CFC is asked to consider the future sale of Rookwood as an option and opportunity to fund Our Health Meadow in line with the restrictions placed upon the proceeds of sale within the covenant. It is asked to consider the length of time for a sale to be agreed and progressed, which would still require the CFC to underwrite the total amount in 2022, pending a future sale.

## **Reserves**

How much should a charity hold in reserves has no right or wrong amount and thus no easy answer, however the Charities Commission has set out guidance [Charity Reserves: Building Resilience](https://www.gov.uk/government/publications/charities-and-reserves-cc19/charities-and-reserves) (<https://www.gov.uk/government/publications/charities-and-reserves-cc19/charities-and-reserves>) Some bid holders have refused to fund the Health Meadow on the basis that the CAUHB Charity has a high level of reserves. The Charities Commission suggests fully explaining reserves, rather than using a standard reserves policy wording and to emphasise in future applications the following points agreed by the CFC.

- That the level of free reserves maintained demonstrates financial stability.
- The reserves policy is kept under periodic review.
- Reserves levels may be adjusted as perceptions of risk and other factors change.

## Establishing OHM as a separate charitable entity

In order to address overcoming some of the barriers in why the Health charity has been unsuccessful in some of its bids, the Health Charity researched the option of setting up OHM as a separate charitable entity.

Geldard's Solicitor view is: "OHM could potentially be set up as a separate charity in its own right but would require an application to the Charity Commission, outlining its capabilities of furthering charitable objects, in particular advancement of health; facilities for recreational purposes for the public benefit.

If the CFC wanted to proceed down this route, the charity must have its own Board of Trustees consisting of a majority of independent people from the existing Health Board. Consideration should also be given to the extent that the Health Board or the Charity wish to be involved in the running of the Health Meadow charity. For example, will the HB have rights to appoint some (a minority) of the trustees and/or will it be the sole member of the Health meadow charity (so that the new charity becomes a subsidiary of the Health Board).

Consideration will also need to be given as to if/how the Health Meadow charity will hold the land (being the 7-acre field adjacent to University Hospital Llandough). The Charity Commission will need to understand this before agreeing to register the new charity.

Timescales, to set up a new charity, a minimum of 6-9 months, due to Charity Commission delays. In terms of costs, it is difficult to give an accurate estimate at such an early stage but Geldard's ballpark would be £4,000-£6,000 plus VAT. Plus this would require a significant amount of people resource for governance and administration to support this option.

The CFC is asked to consider the option of establishing a separate Our Health Meadow Charity.

## Creating Social Value for our staff, patients and communities

The risk of not supporting this proposal will be that the project is discontinued and Cardiff and Vale UHB will no longer be able to support the social value projects and wellbeing benefits to staff and patients.

Social Value is defined through the Public Services (Social Value) Act 2012 which came into force in January 2013 and requires all public sector organisations (and their suppliers) to look beyond financial cost of a contract and consider how services they commission and procure might improve the economic, social and environmental well-being of an area.

*"Social value in the context of an organisation is a long-term, ongoing commitment to doing better by individuals, communities, and the planet. It's a desire that sits at the heart of your company to create as much positive impact and as little negative impact as possible."*

It's about wanting to consciously work towards being a more ethical organisation, because it's morally the right thing to do.

Creating social value is at the heart of the OHM project. It has been created to make a positive difference to patients, staff, volunteers, the local community and planet and contribute to the long-term well-being and resilience of society, bolstering communities outside of our direct services. For example, through the support of local economies and significantly improve the resilience of their local areas.

The ethical approach is underpinned by the organisational values of the Health Board, Health Charity and Down to Earth and secures wider social, economic and environmental benefits and harnesses planning and design process to promote greater engagement within a community and encourage better health and prosperity.

Central to the vision for Our Health Meadow is supporting the Health Board in becoming a socially valuable organisation; improving real lives and playing a part in creating resilient, aspirational communities. Looking beyond bricks and mortar, and focusing instead on how to encourage better health and wellbeing, establish a stronger sense of community, and build resilient, empowered communities that can continue to add value to people long into the future.

Our Health Meadow fundamentally gives back to the local community, undertaking activities and initiatives to address needs, support longevity and empower local people to co-produce and shape both the approach to the development and the project development itself.

Our Health Meadow is an example of how the Health Board can invest in new ways of delivering healthcare, with opportunities for people and groups to invest in skills training, work experience and volunteering time and expertise; providing opportunities for local people whilst mitigating the risk of climate change to create a fairer society.

### **Fundraising and Social Value Plan**

The Health Charity team is responsible for identifying, researching and developing bids alongside general fundraising. A fundraising plan, supported by OHM sub-committee includes:

- Exploring funds from the sale of Rookwood Hospital
- Identifying and negotiating funds from dormant funds and legacies
- Applying for future grants
- Fundraising and Events
- Corporate sponsorship
- Launched a Crowd Funding platform in October 2022
- Applying for further grants, including NHS Charities Together and the new Resilient Communities Programme Grant,

The Health Charity has applied to funding sources such as the Welsh Governments' Communities Facilities Programme, however the overall positive balance of funds and reserves within its financial portfolio has been cited as the rationale for the bid being declined. This is being re-addressed with assistance from finance colleagues and legal advisors Geldard's, as we seek to find alternative ways to continue drawing on these available funding sources in Wales.

The Health Charity has worked tirelessly with D2E on joint funding bids and applications and will continue to do so in order to attract new monies and grants that support both parties objectives for OHM.

### **Corporate Senior Fundraiser**

The Health Charity would like to increase the capacity to fundraise at a corporate level; developing a marketing plan but also to ensure targeted strategic fundraising bids and applications are progressed to secure future income for the project.

The employment of a Corporate Senior Fundraiser (Band 6) on a 12-month fixed term contract, at a cost of £38,332.47, would facilitate the following:

- Co-ordinate a programme of corporate Events and Fundraising opportunities
- Utilise the Health Meadow to facilitate visits e.g. ministerial, to continue to increase its



- visibility, external interest and support via public and broadcasting platforms
- Corporate Sponsorship – engagement and networking with potential corporate sponsors at high-net-worth events
- Develop a Business Club, which could also be utilised for a variety of sponsorship requirements across the Health Board
- Applying for further grants
- Apply for funding via the Levelling up Bids programme and Shared Prosperity Fund with the two local authorities covering Cardiff and the Vale of Glamorgan
- Utilise and explore the Wales Fundraising Database to identify further opportunities

This appointment will generate income from the above opportunities in excess of this expenditure, with the post-holder solely focussing on applying for available grant funding and developing corporate sponsorship. We are confident this will obtain a significant return on investment, in light of a downturn in fundraising income due to the current economic position.

## Assurance

### Green Procurement Agenda

The UHB's Head of Procurement oversaw the project's first phase and initial awarding of the contract in 2019, plus a further contract single tender action. This was co-produced with procurement colleagues following approval of the National Lottery Heritage Fund.

As we move into the elements of Phase 2, procurement colleagues (as advised by the HoP) have completed all relevant paperwork to award the main construction project to Down To Earth (D2E), via a Direct Award process in line with Regulation 77 of the PCR

- ***“Regulation 77 - “Contracting authorities may reserve to qualifying organisations the right to participate in procedures for the award of reservable public contracts.”***

The HoP has expressed endorsement of the project principles as providing numerous opportunities for the Health Charity and UHB to evidence its adherence with new procurement legislation/directives, and demonstrates the UHB's commitment to delivering the Welsh Government's green procurement agenda.

Assurance is provided within this project due to compliance with NHS Wales procurement standards.

### Assessing the cost – Independent Cost Advisor commissioned

Gleeds, an established global firm of property and construction consultants have been appointed to provide services/assistance, utilising the £20,000 allocated from CFC approved monies, specifically to undertake the following tasks:

- To ensure the UHB is obtaining value for money and costs are in line with current building industry parameters
- Review of the preferred contractor's D2E tender price
- Produce a report to determine if value for money is being achieved
- Assisting with resolving any value engineering issues

Cost advisor work is due to commence imminently to provide value engineering, reassurance and ensure compliance with the Health Boards' standard financial instructions.

Proposed build costs, rates and VAT implications are presented at this stage. To note, build costs have not been competitively tendered or value engineered but will be undertaken within the mobilization phase.

Securing financial commitment for this project will reduce future building costs, capitalise on the ENRAW monies currently provided, build on the established working relationships within the organisation and with the community groups currently on site, and place the project in a good position to seek alternative funding streams.

### **Timescales to deliver but maximise opportunity**

Phased 2 funding to support the Health Charity/UHB and D2E is essential to deliver this exemplar project and a decision on funding is time dependent.

The ENRAW match funding of £600,000, secured by D2E in Phase One, provides a significant contribution to the project but stipulates that it is to be utilised by June 2023. After this date the costs of the project are subject to increase and will need to be secured from an alternative funding source. (This has been addressed within the financial forecast)

In order to continue and secure the work of D2E, confirmation or an in-principle agreement is required as soon as possible. As an award-winning social enterprise, D2E has been approached by health boards and housing associations to support their projects, therefore delays in this decision risk the successful delivery of the project.

To develop the vision for Our Health Meadow and in order for its full potential to be fulfilled, the project requires support/inclusion in the University Health Boards' programme of work, to include expert input from Capital Planning and Estates services. This support will build confidence from other public and private funders (e.g. National Lottery/Welsh Government/Postcode Lottery) and to evidence a long-term commitment to the project from the Health Board. This process will be a model for future bio diverse projects within Health Boards across Wales and is in keeping with the principles of the Wellbeing of Future Generations Act.

A project team structure as in other UHB projects would be established, to work through the implications and consequences of the build. Its members will include senior representation from Procurement, Capital planning and Facilities, Governance, Finance and the Health Charity.

### **Risks of not funding Phase Two of Our Health Meadow**

The potential risks of not providing further funding include:

- **Loss of social value**, intervention, prevention and sustainable healthcare and impact the burden of health provision from healthcare services.
- **Loss of potential grants funding** - from organisations which scrutinise the Health Charity's funding reserves and subsequently decline applications.
- **Loss of established partnership with Down To Earth** – who are currently exploring options to partner with other Health Boards due to the current insecurity of continued project funding.
- **Reputational Damage** - to the Health Charity and Health Board of not progressing this unique and innovative award-winning development, which has to date demonstrated the continued commitment of the Health Board to the delivery of the Wellbeing of Future Generations Act.

- **Loss of community support and opportunity** – The project currently provides over 60 people a week, mainly from disadvantaged backgrounds or marginalised groups who feel excluded from society, with skills and a sense of place and purpose. Losing this free inclusive opportunity during a cost of living crisis could inadvertently add to pressures on the NHS and other public services. This would result in a loss of social value and the consequences would be detrimental to the principles of Shaping our Future Wellbeing strategy, i.e. the right to lead a healthy life, whoever they are and wherever they live.
- **Loss of good will and engagement from CAVUHB staff teams** who have referred service users onto the groups and have provided positive feedback on the benefits of the project to individuals.

While these are salient risks of not progressing with the funding of Phase Two, the key risk outlined in the Executive Director opinion and key issue is; the affordability at the present time of continuing a project with no substantiated funding to support it and the requirement this would have on long term commitment from the Health Charity.

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

It is recognised that Our Health Meadow is an exemplar project under the Wellbeing of Future Generations Act and can be a catalyst in addressing the health inequalities of people from Cardiff and the Vale of Glamorgan, already identified within the Health Boards strategy; Shaping our Future Wellbeing Shaping our Future Wellbeing Strategy - Cardiff and Vale University Health Board (nhs.wales) and fits within the Keeping me Well, Move more, Eat well and numerous other health campaigns aligned to prevention and public health agenda.

However, whilst the Health Charity has a healthy reserve it does not have the available cash to be able to support Phase Two of OHM and there is a clear affordability risk for the CFC to consider at this time.

I recommend that this is raised for detailed discussion in the Charitable Funds Committee meeting followed by the Board of Trustees, for members to fully understand the financial implications and risk, but also the implications of the social value context to our future generation of patients, communities and staff.

#### Recommendation:

##### The Committee is requested to:

- **Consider supporting in principle** the financial underwriting of £1,788,259 for the mobilization and construction phase of the Nature Haven at Our Health Meadow with a recommendation to the Board of Trustees in December 2022.

Build costs (D2E estimates)	£1,321,429
Landscape costs (D2E estimates)	£194,830
Labour costs of D2E for the build phase	£272,000
	<b>£1,788,259</b>

- **Consider supporting** further fundraising/sponsorship and bid applications by the Health Charity to fund the guardianship and maintenance of the Health Meadow at UHL (£40k per year for 5 years post build) – **total £200,000.**
- **Support** further work to realise the vision of the Arts trail/ programme on the site.
- **Consider** the future sale of Rookwood Hospital as an option for funding OHM in line with restrictions placed upon the covenant. Continue to support the overall underwriting of the OHM project while a sale is agreed and finalised
- **Consider** the option of establishing a separate Our Health Meadow Charity

- **Consider** the proposal to employ a Corporate Senior Fundraiser (Band 6 - on a 12-month fixed term contract at a cost of **£38,332.47**) to develop and progress the dedicated and comprehensive programme of work required to secure future income for the project.
- **Endorse** the work of Down to Earth, Cardiff and Vale University Health Board and Cardiff & Vale Health Charity, in this exemplar Wellbeing of Future Generation Act project.
- **Agree and discuss** a way forward for OHM and the project with D2E, being cognisant of the affordability position in 2022.
- **Review the letter from D2E (Appendix 3)** – as set out in 2.4.1 of the agenda

#### 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: Yes, there is an affordability risk. While the Health Charity has a healthy reserve, it does not have access to available cash to immediately support Phase Two of Our Health Meadow.

Workforce: No

Legal: No

Reputational: Yes- Loss of therapeutic interventions and wellbeing support to patient groups and marginalised groups currently using Our Health Meadow and the social value input it provides to society and communities of Cardiff and the Vale of Glamorgan.

Socio Economic: No

Equality and Health: No	
Decarbonisation: No	
Approval/Scrutiny Route:	
Committee/Group/Exec	Date:

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## Our Health Meadow - Background Information - Nov 2022

Our Health Meadow (formerly Orchard) Appeal was launched in October 2015 at University Hospital Llandough (UHL). The concept for this project aligns with the principles of the Wellbeing of Future Generations Act and a societal move towards connecting health and wellbeing with the environment, plus the rehabilitation and recovery of patients, underpinning the “shaping our future sustainable healthcare” approach of the Health Board.

Our Health Meadow aims to;

- Improve the biodiversity of the Health Board estate
- Improve opportunities for patients to be involved in meaningful activities, that provide skills and rehabilitation pathways
- Staff wellbeing

Engage the community in its health service in a different way that improves outcomes for people and the planet. The vision, to develop a unique greenspace to enhance the health and wellbeing of patients, staff and the local community has been partially realised within Phase One of the initiative, in partnership with an award-winning social enterprise, Down to Earth (D2E). This project is a first in Wales and has received national recognition for its innovative approach and achieved local and national awards and commendations for the first phase of its development and community working. It has accredited status for its “building with nature” methodology and actively promotes greenspace exposure and work with disadvantaged community groups, local businesses and projects, all within the strategic aims and objectives of the Health Charity.

Our Health Meadow is now ready to embark on the second phase of its development to build a sustainable Nature Haven. This facility will provide an ecologically built fluid space offering a range of commercial training opportunities and small classrooms spaces, which can be utilised by both the Health Board and community groups. Down to Earth specialises in sustainable building methods and offers commercial construction projects to disadvantaged and marginalised groups in society, and to date has provided over 60 different groups with training and experiences ranging from traditional methods of construction and biodiversity skills to eventually growing and harvesting food from the land, plus land management skills.

The project has enhanced the Health Board’s integration with the Arts and Business Services in Wales, to provide an outdoor greenspace, in which to deliver therapy-based support to all service users across physical and mental health and wellbeing. The Health Charity is currently working with multi-disciplinary teams (in particular physiotherapy), and Our Health Meadow is now considered an integral part of the patient’s rehabilitation pathway at UHL, in community teams and specifically within brain injury services. It is anticipated that this will be further enhanced with the development of a sculpture trail, to continue to encourage people to engage with the

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arts and greenspaces, which will also be a co-production with local artists, staff, patients and the community.

Our Health Meadow funds to date have been committed to design, development and project management costs, and current funding supports up to 10 groups per week on Down to Earth programmes. These accredited programmes are for patients, staff, volunteers and local community groups, and are designed to develop confidence and improve rehabilitation through clinically valid methods. The social value this adds to disadvantaged groups and those who are disengaged with traditional NHS services has proven to be invaluable.

### **The evidence base**

The positive benefits of using engagement in sustainable construction to improve mental health and social connection in disadvantaged and marginalised groups has been described as a new “green care” approach and has been published in two peer-reviewed publications, including the “International Journal of Mental Health”; co-authored jointly with Swansea University.

Down to Earth has merged innovation in health care with education delivery, particularly in disadvantaged groups and has 12 years of academic studies and clinical research studies available on their website <https://downtoearthproject.org.uk/health/>, supporting their vision of sustainable construction, clinical research, learning and wellbeing combined with adventures! Two of the most recently published peer reviewed studies are below;

The emoji current mood and experience scale: the development and initial validation of an ultra-brief, literacy independent measure of psychological health <https://www.tandfonline.com/doi/full/10.1080/09638237.2022.2069694>

Clinical research is also currently being undertaken on the benefits to the CVUHB staff team specifically.

### **Funding**

The ENRAW match funding of £600,000 secured by Down to Earth for this project provides a significant contribution to the project which is time sensitive, with the funding required to be utilised by June 2023. After this date the costs of the project are subject to increase and will need to be secured from an alternative funding source.

In order to continue and secure the work of D2E, confirmation or an in-principle agreement is required as soon as possible. As an award-winning social enterprise, D2E has been approached by health boards and housing associations to support their projects, therefore delays in this decision risk the successful delivery of the project.

To develop the vision for Our Health Meadow and in order for its full potential to be fulfilled, the project requires support/inclusion in the University Health Boards' programme of work, to include expert input from Capital Planning and Estates services. This support will build confidence from other public and private funders (e.g. National Lottery/Welsh Government/Postcode Lottery) and to evidence a long-term

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commitment to the project from the Health Board. This process will be a model for future bio diverse projects within Health Boards across Wales and is in keeping with the principles of the Wellbeing of Future Generations Act.

The Health Charity has applied unsuccessfully to funding sources such as the Welsh Governments' Communities Facilities Programme, however the balance of overall funds and reserves within its financial portfolio has been cited as the rationale for the bid being declined. This will be re-addressed with assistance from finance colleagues and Geldards.

Securing financial commitment for this project will reduce future costs, capitalize on the ENRAW monies currently provided, build on the established working relationships within the organisation and with the community groups currently on site, and place the project in a good position to seek alternative funding streams.

The Health Charity has worked with D2E to apply for funding to continue the development of Our Health Meadow and has had partial success as follows:

Funds to date have been committed to design, development and project management costs and current funding supports up to 10 groups per week on Down to Earth programmes. These accredited programmes are for patients, staff, volunteers and local community groups, and are designed to develop confidence and improve rehabilitation through clinically valid methods.

Funding Source	Income £	Funds received by:
*Charitable Funds	160,000	Health Charity - Our Health Meadow Fund
*Health Charity fundraising and small grants applications	123,744	Health Charity - Our Health Meadow Fund -
National Lottery Heritage Fun  Restricted funds to develop the woodland area of the site, which is a ringfenced project within the Health Meadow – 'Coed Ysbyty'	145,982	Down To Earth
Active Inclusion Fund	120,000	Down to Earth (Restricted funds)
Enabling National Resources and Wellbeing Scheme (ENRAW)  These Restricted Funds awarded to D2E has paid for the set up and group facilitation to date. This will continue to fund group facilitation of the build and landscaping by D2E until June 2023.	600,000	Down To Earth (Restricted funds)
<b>Total project income to date:</b>	<b>1,149,726</b>	

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To further develop the vision for Our Health Meadow and in order for its full potential to be fulfilled, the project requires support/inclusion in the University Health Boards programme of work, to include expert input from Capital Planning and Estates services. This support will build confidence from other public and private funders (e.g. National Lottery/Welsh Government/Postcode Lottery) and to evidence a long-term commitment to the project from the Health Board.

The next phase of Our Health Meadow is the proposal to construct a Nature Haven which will provide a fluid indoor space for the benefit of patient groups, staff wellbeing and community-based projects. The structure will provide the opportunity for guardianship and maintenance of the site. An arts sculpture trail is also planned, to encourage use of the outdoor space and promote the public health agenda.

Securing financial commitment for this project will reduce future costs, capitalise on the ENRAW monies currently provided, build on the established working relationships within the organization and with the community groups currently on site and place the project in a good position to seek alternative funding streams.

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OUR HEALTH MEADOW - COSTS AND SOURCE OF FUNDING

PHASE 1	Note	PHASE 1 £	PHASE 2	Note	PHASE 2 £	TOTAL PROJECT £
Expenditure			Expenditure			
Site survey and preparation costs		389,533	Site survey and preparation costs			389,533
Cost Advisor	Outstanding	20,000	<b>Note 1</b> Cost Advisor			20,000
Electricity Supply	Outstanding	8,000	Electricity Supply			8,000
Other	Outstanding	12,000	Other			12,000
Build Costs			<b>Note 1</b> Build Costs D2E Estimates		1,321,429	1,321,429
Landscape Costs			<b>Note 1</b> Landscape Costs D2E Estimates		194,830	194,830
Down To Earth /ENRAW match funding to support Arts Projects			Art Installations planned for the site		80,000	80,000
Guardianship and Maintenance of Site			<b>Note 2</b> Guardianship and Maintenance of Site - 5 Years		200,000	200,000
Corporate Senior Fundraiser ( Band 6)			Corporate Senior Fundraiser ( Band 6) - 1 Year		40,606	40,606
			<b>Note 3</b> 10 Months of support by D2E for the build phase of the project (£27.2k per month)		272,000	272,000
Expenditure spent or committed to date		429,533	Expenditure planned		2,108,864	2,538,397
Income Received or confirmed to date			Income Received or confirmed to date			
Charitable Funds ( Woods Legacy)		80,000				80,000
Charitable Funds ( General Reserve)		80,000				80,000
HC Fundraising and small grant applications		123,744				123,744
National Lottery Received		44,982				44,982
National Lottery Heritage Fund Outstanding and in process		101,000				101,000
			<b>Note 3</b> 3 Months remaining of original 10 months ENRAW funding for build phase NB. Assumes March 2023 start date		81,000	81,000
			<b>Note 4</b> NHS Charities Together Grant application		41,000	41,000
			Remaining Funds from Phase 1		(193)	(193)
Income received or confirmed to date		429,726	Income anticipated or confirmed		121,807	551,533
Net (Expenditure)/Surplus Income to date		(193)	Net (Expenditure)/Surplus Projected - Funds Identification Required		(1,987,058)	(1,986,864)
<b>Note 1</b> Gleeds have been appointed as cost advisors to assess the appropriate costs of project in pre build phase and during the project. This is especially important if the project is not subject to open market competition. Cost sincluded have been provided by D2E as estimates.			Fund raising required - Not yet confirmed			
			Potential Income Source		Realistic Fundraising Potential	Maximum Fundraising potential
			Natural Resources Wales Resilience Communities Programme Grant	114,000	DECLINED	DECLINED
			Arts Charities (Various) towards Arts Installations		40,000	40,000
			Health Charity Fundraising and Small Grants Applications		0	20,000
			Crowdfunding Platform		5,000	10,000
			Formal Request for support to Fundholders across C&V FHOT		10,000	35,000
			National Lottery Community Fund		50,000	100,000
			Moondance (Admiral Group)		125,000	250,000
			Corporate sponsorship		40,606	80,000
					270,606	535,000
<b>Note 2</b> These costs are for a 5 year period and will accrue at £40k per annum			<b>Note 6</b> Net (Expenditure)/Surplus Projected - Funds Identification Required		(1,716,452)	(1,451,864)
<b>Note 3</b> D2E have been funded via a third party grant to deliver programmes from the OHM site. During this period, through the on site programmes,D2E planned to provide the main labour component of the project. The delay in confirming the project start means that the on site programmes to date have instead concentrated on different themes. Consequently, with a build start date of March , D2E are only funded to remain on site for 3 months of the ten month build period. This would require additional funding, of £27k per month, to be sourced to enable D2E to remain on site and deliver the labour component of the project.			POTENTIAL FURTHER FUNDING SOURCES TO BE CONSIDERED			
<b>Note 4</b> Support in principle has been obtained from NHS Charities Together - This is contingent on the Trustees confirming overall support for the project.						
<b>Note 5</b> There is currently not a projected date of sale for Rookwood Hospital. There are potential restrictions on the use of eventual sale proceeds from the Rookwood site which will need to be considered with appropriate supporting legal advice.						
<b>Note 6</b> C&V UHB FHOT General Funds are currently closed to new application due to existing pre commitments and the current state of investment markets.						

Health Meadow - Phase 2 Financial Review			Note	£	£
<b>Expenditure</b>					
Build Costs				1,321,428.79	1,321,428.79
Landscape Costs				194,829.67	194,829.67
Down To Earth /ENRAW match funding to support Arts Projects				40,000.00	40,000.00
Guardianship and Maintenance of Site ( 5 years)				200,000.00	200,000.00
Corporate Senior Fundraiser ( Band 6)				38,332.47	38,332.47
<b>Total Expenditure</b>				1,794,590.93	1,794,590.93
<b>Income</b>					
Down To Earth /ENRAW match funding			1	272,149.82	272,149.82
<b>Net Investment request from Charity General Reserve</b>				<b>1,522,441.11</b>	<b>1,522,441.11</b>
<b>Projected Fundraising Income</b>				<b>50% projected income success</b>	<b>100% projected income success</b>
<b>Income Source</b>	<b>Status</b>	<b>Guaranteed</b>			
Health Charity Fundraising and Small Grants Applications	Dec '22 - Shine Bright Appeal Annual Fundraising Income	Nil		10,000.00	20,000.00
Resilience Communities Programme Grant application	Joint application in progress to be submitted by Sept '22	Nil		125,000.00	250,000.00
Crowdfunding Platform	To be launched in Aug '22	Nil		5,000.00	10,000.00
NHS Charities Together Grant application	Sole application submitted by Health Charity in May '22 -Outcome Aug '22	Nil		20,500.00	41,000.00
Funds from sale of Rookwood Hospital	To be determined	Nil	2	250,000.00	500,000.00
Dormant Funds and Legacies	Finance Team	Nil		25,000.00	50,000.00
National Lottery Community Fund	Joint application – January '23	Nil		50,000.00	100,000.00
Moondance (Admiral Group)	Joint application – February '23	Nil		125,000.00	250,000.00
Corporate sponsorship	To be determined by employment of a corporate senior fundraiser	Nil	3	25,000.00	50,000.00
				<b>635,500.00</b>	<b>1,271,000.00</b>
<b>Revised Investment Request from the Charity General Reserve</b>				<b>886,941.11</b>	<b>251,441.11</b>

**Note 1**

The match funding is only available through the period of the proposed programme and is only available until June 2023. If the programme is delayed and extends beyond June 2023, the ENRAW costs will be added to the contract sum. Proposed programme start date is 01.09.22 and in the event of delays a cost of £27,214.98 ( £272,149.82 / 10) per month becomes chargeable.  
For example, worst case scenario in the event of a delay beyond 2023, net investment required from the Charity Reserve increases by £272,149.82

**Note 2**

This relates to the sale of Rookwood, which has no confirmed date of sale.  
Discussions needed with Charity Commission regarding change of purpose.

**Note 3**

The fundraising income could present a loss, depending on the Band 6 salary point appointment.

**Note 4**

The potential investment from the Charity Reserves will have a serious impact upon the cashflow of the Charity. This will require discussion with Charity's Investment Manager's regarding the drawdown of significant cash from the portfolio.

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PHASE 1		PHASE 1	PHASE 2		PHASE 2	TOTAL PROJECT
Health Meadow - Phase 1	Note	£	Health Meadow - Phase 2	Note	£	£
Expenditure			Expenditure			
Site survey and preparation costs		389,533	Site survey and preparation costs			389,533
Cost Advisor	Outstanding	20,000	Cost Advisor			20,000
Electricity Supply	Outstanding	8,000	Electricity Supply			8,000
Other	Outstanding	12,000	Other			12,000
Build Costs			Build Costs		1,321,429	1,321,429
Landscape Costs			Landscape Costs		194,830	194,830
Down To Earth /ENRAW match funding to support Arts Projects			Down To Earth /ENRAW match funding to support Arts Projects		40,000	40,000
Guardianship and Maintenance of Site			Guardianship and Maintenance of Site		200,000	200,000
Corporate Senior Fundraiser ( Band 6)			Corporate Senior Fundraiser ( Band 6)		38,332	38,332
Total Expenditure		429,533	Total Expenditure		1,794,590.93	2,224,123.45
Income Received or confirmed to date			Income Received or confirmed to date			
Charitable Funds ( Woods Legacy)		80,000				80,000
Charitable Funds ( General Reserve)		80,000				80,000
HC Fundraising and small grant applications		123,744				123,744
National Lottery Received		44,982				44,982
National Lottery Heritage Fund Outstanding and in process		101,000				101,000
Income identified but not confirmed to date			Income identified but not confirmed to date			
Down To Earth /ENRAW match funding to D2E		136,075	Down To Earth /ENRAW match funding to D2E	Note 1	136,075	272,150
				Confirmed if Trustees agree to proceed		
			NHS Charities Together Grant application		41,000	41,000
		565,801			177,075	742,876
Net (Expenditure)/Surplus Income to date		136,268.48	Net (Expenditure)/Income projection		-1,617,515.93	-1,481,247.45
			Less remaining funds from PHASE 1		136,268.48	
			Funds deficit - Target		-1,481,247.45	

Fund raising required			
Income Source	Guaranteed	50% projected income success rate	100% projected income success rate
Health Charity Fundraising and Small Grants Applications	Nil	10,000	20,000
Resilience Communities Programme Grant application	Nil	125,000	250,000
Crowdfunding Platform	Nil	5,000	10,000
Funds from sale of Rookwood Hospital	Nil	250,000	500,000
Dormant Funds and Legacies	Nil	25,000	50,000
National Lottery Community Fund	Nil	50,000	100,000
Moondance (Admiral Group)	Nil	125,000	250,000
Corporate sponsorship	Nil	25,000	50,000
		615,000	1,230,000
Co		-866,247	-251,247

**Note 1**  
The match funding is only available through the period of the proposed programme and is only available until June 2023. If the programme is delayed and extends beyond June 2023, the ENRAW costs will be added to the contract sum. Proposed programme start date is 01.09.22 and in the event of delays a cost of £27,214.98 ( £272,149.82 / 10) per month becomes chargeable.  
For example, worst case scenario in the event of a delay beyond 2023, net investment required from the Charity Reserve increases by £272,149.82

**Note 2**  
This relates to the sale of Rookwood, which has no confirmed date of sale.  
Discussions needed with Charity Commission regarding change of purpose.

**Note 3**  
The fundraising income could present a loss, depending on the Band 6 salary point appointment.

**Note 4**  
The potential investment from the Charity Reserves will have a serious impact upon the cashflow of the Charity. This will require discussion with Charity's Investment Manager's regarding the drawdown of significant cash from the portfolio.

Saunders Nathan  
05/12/2022 10:02:41



Inspiring Change Through Sustainability

29<sup>th</sup> November 2022

Dear Suzanne Rankin and Charles Janczewski (Jan)

“Our Health Meadow” is an inspirational idea from a visionary Health Charity and health board.

Conceived long before Covid 19 was on anyone’s radar, it has literally provided a breath of fresh air for patients, staff and the wider community – showing the potential of using the outdoors for rehabilitation and rejuvenation in the NHS.

Strikingly, it’s the staff from CVUHB who are sharing the strongest stories of impact – not only of the patients but on their own lives.

Beyond the stories, we are undertaking Clinical Research on the impact of this project on the NHS workforce involved so we can further develop the evidence-base for benefits to the NHS in the short, medium and long term.

This new Clinical Research builds on 12 years of peer reviewed, academic/clinical research Down to Earth has undertaken with Swansea University on the benefits of this way of working on mental health and a “new green health care approach” – resulting in [2 papers](#) being published in “*International Journal of Mental Health*” in 2021 and 2019 – and a new inclusive measure replacing the PH5 and Edinburgh Warwick Scales. This research and our work is founded on working with and supporting the most disadvantaged and vulnerable people in our communities.

Working together with Down to Earth, Our Health Meadow has moved beyond the sketch board to reality on the ground with thousands of people planting, digging, fencing, felling, moving, growing – and talking!

We are now at a critical juncture.

In June 2023, the very substantial ENRAW revenue funding (ca. £755k of £895k awarded) which Down to Earth secured for Our Health Meadow ends (ENRAW: DTE was grant applicant and grant recipient).



Down to Earth Project, 72A Manselfield Road, Murton, Swansea , SA3 3AP  
Tel. 01792 232 439 info@downtoearthproject.org.uk www.downtoearthproject.org.uk

Company No. 5342802



In March 2023, the Community Woodlands (CW) capital grant (£146k) which Down to Earth also secured for Our Health Meadow also ends. (CW: Health Charity was grant applicant and grant recipient, application written by DTE).

The idea was always to “match” the ENRAW revenue funding with capital funding. The revenue funding covers the staff time with groups, clinical research and project management (group related, funder related, planning application related, and Stages 1 to 4 Design Coordination).

Without the capital match funding, the project is – effectively – operating with half an arm tied behind its back.

Yes, we can get some good work done and, yes, the project is clearly changing lives – but the major works is where we see real impact in people’s lives and where we start to see real change!

It also will put UHL on the map internationally.

Never before, have patients and staff designed and built a flagship piece of health care infrastructure.

This project has the potential to be the first health care facility in the world which genuinely is centred around nature’s and people’s needs – is designed, built and looked after as a new way of delivering patient and staff well-being – and is underpinned by clinical research.

Of course, being an “early adopter” can be nerve wracking and there is always that concern about what might happen if it goes wrong.

But we would ask the opposite question: what happens if you don’t do it? If you choose not to progress with funding the scheme, how will you view that decision in 5 years?

We are so close to creating something really quite special.



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Company No. 5342802



Something which genuinely responds to the nature and climate emergencies by putting staff and patients at the very centre of creating a new model of NHS health care delivery.

Hopefully you have seen how committed the team from DTE are and we would love to continue the journey together.

Either way, we are committed to seeing this project through and we are looking forward to a Welsh Government Minister coming to the Celebration and Dissemination Event on Thursday 15<sup>th</sup> June 2023 to hear the stories from patients and staff who have been impacted by this project.

Thanks for your time.

Mark McKenna (co-founder/CEO) and the team from Down to Earth.



**Down to Earth Project**, 72A Manselfield Road, Murton, Swansea, SA3 3AP  
Tel. 01792 232 439 info@downtoearthproject.org.uk www.downtoearthproject.org.uk

Company No. 5342802

Report Title:	<b>Over £25k Endowment Expenditure</b> (request for endorsement of spend) <b>- Cardiac Services, University Hospital of Wales</b>			Agenda Item no.	3.1
Meeting:	<b>Charitable Funds Committee</b>	Public	X	Meeting Date:	<b>06.12.22</b>
Status (please tick one only):		Private			
Lead Executive:	Assurance		Approval		Information
Report Author (Title):	<b>Catherine Phillips, Executive Director of Finance</b>				
	<b>Joanne Brandon, Director of Communication, Arts, Health Charity and Engagement</b> (submitted on behalf of Cardiac Services)				

## Main Report

### Background and current situation:

#### Background and current situation:

The Board of Trustees of Cardiff & Vale Health Charity have delegated responsibility to the Charitable Funds Committee for consideration and approval of bids and endowment expenditure over the value of £25,000, up to a maximum of £125,000.

The Health Charity has received the following request from Cardiac Services, University Hospital of Wales (UHW) for approval of a planned expenditure from General Endowment Fund 9541. Details are:

Dept.	Proposal	Amount	Requested by:	Bid approved by:
Cardiac Services	Refurbishment of the Cardiac Catheterisation Theatre changing facilities at UHW	*£70,000	Nick Gidman, Directorate Manager	Sarah Lloyd, Head of Delivery

**\*This is an indicative costing provided by Capital & Planning**

#### Reason for proposed spend:

Urgent and extensive renovation of the Cardiac Catheterisation changing facilities at UHW - see application - Appendix 1.

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

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

The attached application and photographs demonstrate the extremely poor conditions of the facilities at UHW.

The Cardiac Services Endowment Funds has a current total balance of £745,000. I am pleased to see that the Directorate are actively pursuing ways in which the funds can be utilised to support patients and staff by enhancing current facilities to a satisfactory standard.

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

Approval of this request for endorsement of the spend of existing charitable funds to support its intended purpose and improve patient services and staff environments as required.

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



Approval of this request for endorsement of the spend of existing charitable funds to support its intended purpose and improve patient services and staff environments as required.

The Committee is requested to:

**Approve** the planned expenditure of \*£70,000 from Cardiac Services Endowment Fund 9541.

#### 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	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		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	X	Integration	X	Collaboration	X	Involvement	
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#### Impact Assessment:

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

Risk: No

Safety: Yes

*Outlined in paper/bid*

Financial: No

Workforce: Yes

*Outlined in paper/bid*

Legal: No

Reputational: Yes

*Outlined in paper/bid*

Socio Economic: Yes/No

*Outlined in paper/bid*

Equality and Health: Yes

Decarbonisation: No

#### Approval/Scrutiny Route:

Committee/Group/Exec Date:

**APPLICATION FOR FUNDS >25K**

**Once completed please send this form to:**

**Charitable Funds Department, Finance Dept, Woodland House, Cardiff**

Applicant's Name: Nick Gidman

Designation: Directorate Manager

Hospital/Base: University Hospital of Wales (UHW)

Department: Cardiac Services

Telephone No: 07759 540414

Email: [nick.gidman@wales.nhs.uk](mailto:nick.gidman@wales.nhs.uk)

Details of proposal for application:

Refurbishment of the Cardiac Catheterisation Theatre changing facilities at UHW. The changing rooms are used extensively by over 150 specialised staff across the cardiothoracic directorate and other clinical boards. The teams include cardiac nursing, cardiac physiology, radiology, consultant cardiologists, wider medical colleagues, external stakeholders from private industry and staff from neighboring health boards.

Currently there are 3 changing rooms in total that require urgent and extensive renovation to improve the expected standard of essential facilities such as toilets, showers, sinks, changing areas with adequate secure/suitable storage, flooring, decoration and lighting. The existing facilities are currently in an extremely poor condition and do not meet the recommended infection and prevention control requirements.

The following photographs clearly illustrate the squalid conditions that staff endure prior to commencing work in a highly complex, sterile environment which provides life saving interventional cardiac procedures to the region of South East Wales.





It is difficult to comprehend that such facilities exist and the effect on staff morale and wellbeing cannot be under estimated.

Please detail link with approved themes:

Does this application benefit:

Patients: ☐ Public: ☐ Staff: ☐ **All:** ☒ Please tick relevant box.

Benefits to public/staff/patients:

The renovation would boost staff morale and wellbeing, providing reassurance that the staff who work in this environment, feel valued and are being listened to. The directorate considers this application as a vital priority and very much wants to invest in this highly skilled workforce.

Evidence shows there is a clear relationship between staff wellbeing, staff-reported patient care performance, and patient-reported patient experience. In short, when staff wellbeing is higher, there is a positive impact upon patient experience; with a virtuous circle linking the two.

Please state if there are any anticipated additional future service and expenditure consequences for the charity and/or UHB resources:

N/A

Please confirm details of other funding and approval routes considered and results of those applications:

The annual budget for estates as well as capital funding have been considered however with the limited resources available, this would seem prohibitive in terms of delivering the scheme.

The existing endowment funding available for cardiac services currently sits at £745,000. The Directorate are actively pursuing ways in which the money can be used to benefit patients and staff through improving facilities and optimising services.

Funds Required - Name and number of Fund to be used

Fund Number Cost Code: 9541  
Fund Name: Cardiac Services General  
Fund Purpose: General endowment fund

**Total: £70,000 (This is an indicative costing provided by the estates team with a small contingency built in).**

Signed by Fund holder:

Designation: Directorate Manager, Cardiothoracics



Name NICK GIDMAN

Date: 02/12/2022

Signed by Divisional HoS

Designation: Interim Director of Operations Specialist Services  
Clinical Board



Name Sarah Lloyd

Date: 02/12/2022

Saunders, Nathan  
05/12/2022 10:02:41

Report Title:	<b>FUNDRAISING POLICY</b>			Agenda Item no.	<b>3.2</b>
Meeting:	<b>Charitable Funds Committee</b>	Public	<input checked="" type="checkbox"/>	Meeting Date:	<b>6/12/2022</b>
Status (please tick one only):	Assurance	Private	<input type="checkbox"/>	Approval	<input checked="" type="checkbox"/>
Lead Executive:	<b>Catherine Phillips, Executive Director of Finance</b>				
Report Author (Title):	<b>Joanne Brandon, Director of Communications, Arts, Health Charity and Engagement</b>				
Main Report					
Background and current situation:					
<p>The Cardiff and Vale University Health Board Fundraising Policy and Equality &amp; Health Impact Assessment (EHIA) has been reviewed by Cardiff &amp; Vale Health Charity and amended for renewal in 2022. The draft revised policy has been submitted to the Corporate Governance Department and subsequently published for consultation via Sharepoint (staff facing) and copies sent to the Chairs of the SRG, Local Partnership Forum and Cardiff Health Council (public facing).</p> <p>The consultation period ended on the 15<sup>th</sup> November, with no further comments/feedback received.</p>					
Executive Director Opinion and Key Issues to bring to the attention of the Board/Committee:					
<p>The Committee is asked to review and approve the amendments to the fundraising policy and the Equality &amp; Health Impact Assessment (EHIA) for Fundraising Policy.</p> <p>In accordance with the Health Board's "Policy on Policies " (UHB 242) approval of the Health Board's Fundraising and Investment Policies rests with the Board (see Appendix 2, page 19 of the Policy on Policies). Accordingly, the Committee is being asked to review the draft Fundraising Policy and, subject to the Committee being content with the same, recommend the Policy to the Board of Trustee for approval.</p>					
Recommendation:					
The Committee is requested to:					
<p>a) review the attached revised Fundraising Policy and recommend it to the Board of Trustees for approval.</p>					
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	
<b>Five Ways of Working (Sustainable Development Principles) considered</b> <i>Please tick as relevant</i>			
Prevention		Long term	√
		Integration	
		Collaboration	√
		Involvement	√
<b>Impact Assessment:</b> <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: Yes			
<i>To ensure the Health Board delivers its aims, objectives, responsibilities and legal requirements transparently and consistently, we acknowledge ethical, sensitive fundraising as a legitimate means to enable the purchase of goods and equipment or services which are not available within capital or revenue budgets, but will help ensure the UHB remains a premier health care provider. The public see donating cash or equipment, or actively raising funds, as a positive way of supporting a health service which is short of funding.</i>			
Reputational: Yes			
<i>The Health Charity's corporate trustee is Cardiff and Vale University Health Board. Further accountability is provided by the Charity Commission and the Welsh Government's Minister for Health and Social Services of Wales. Responsibility for the management and distribution of funds and the receipt of new charitable monies is with the corporate trustee. This falls on the members of the Board, though the corporate trustee remains the UHB. Responsibility for the management of charitable funds is delegated to the Charitable Funds Committee.</i>			
Socio Economic: No			
Equality and Health: No			
Decarbonisation: No			
<b>Approval/Scrutiny Route:</b>			
Committee/Group/Exec		Date:	

Saunders,Nathan  
05/12/2022 10:02:41



<b>Reference Number:</b> <b>Version Number: 4</b>	<b>Date of Next Review:</b> <i>To be included when document approved</i> <b>Previous Trust/LHB Reference Number:</b> <b>UHB238</b>
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## Cardiff and Vale University Health Board Fundraising Policy

### Policy Statement

To ensure the Health Board delivers its aims, objectives, responsibilities and legal requirements transparently and consistently, we acknowledge ethical, sensitive fundraising as a legitimate means to enable the purchase of goods and equipment or services which are not available within capital or revenue budgets, but will help ensure the UHB remains a premier health care provider. The public see donating cash or equipment, or actively raising funds, as a positive way of supporting a health service which is short of funding.

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

The Health Charity’s corporate trustee is Cardiff and Vale University Health Board. Further accountability is provided by the Charity Commission and the Welsh Government’s Minister for Health and Social Services of Wales. Responsibility for the management and distribution of funds and the receipt of new charitable monies is with the corporate trustee. This falls on the members of the Board, though the corporate trustee remains the UHB. Responsibility for the management of charitable funds is delegated to the Charitable Funds Committee. The day to day work related to the Health Charity is performed by the Senior Fundraisers, Fundraising Support Officers 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 Cardiff & Vale Health Charity.

Fundraising staff in the Charity Office are members of the Institute of Fundraising and attend continuous professional development; other staff members in the UHB are not appropriately qualified to give fundraising advice to staff or supporters.

### Policy Commitment

The UHB is committed to ensuring that related fundraising activities are undertaken in accordance with principles of best practice and pose no risk to the reputation of the UHB, our staff and patients, and the brand of Cardiff & Vale Health Charity. The following procedures have been developed in light of this:

1. The Charity Office **must** be made aware in advance of all activities where patients, visitors, staff or members of the public on the UHB estate will be able to donate money,

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cash or goods, for any charitable cause. The Charity Office **must** approve such fundraising activities prior to them being undertaken.

2. a. Approval for collecting funds connected to local and national health related awareness campaigns such as Macmillan Coffee Mornings, and national charity event days such as Red Nose Day and Children in Need is dependent on the fundraising activity being registered in advance with the Charity Office.

b. All charities must contact the Charity Office **before** putting up any advertising (including leaflets, flyers, display boards etc.) or longer-term structures (including signage, sculptures, and display boards) across the UHB sites in general and in office and ward locations.

c. Only Cardiff & Vale Health Charity collecting boxes are permitted on the UHB estate unless permission has been granted by the Charity Office.

d. The Charity Office **must** be made aware in advance of all fundraising activities naming the UHB or Health Charity as the beneficiary. The Charity Office **must** be able to review and approve marketing materials and financial arrangements in advance. The corporate trustee retains the right to refuse donations that have been raised in a way that may be detrimental to the objectives of the Health Charity and the wellbeing of communities served by the UHB. The Health Charity will not benefit from fundraising activities perceived as sexist, transphobic, racist, or otherwise offensive.

3. The following situations **must** be referred to the Charity Office:

a. An external individual or organisation wishes to support the hospital, or specific wards or departments, with a cash donation, volunteer time, or gift in kind. Gift in kind could be a donation of concert or match tickets; signed memorabilia; donated artwork; children's toys; furniture; training.

b. Staff want to hold a fundraising raffle, for which they will sell tickets more than 24 hours in advance of the draw. The Charity Office will act as the promoter and supply numbered tickets in accordance with the Lotteries and Amusements Act 1976.

c. Staff want to approach an individual or organisation for sponsorship, financial support, gifts in kind etc.

d. An individual or organisation wants to sell items on behalf of the Health Charity.

e. Notification of a legacy that names Cardiff and Vale University Health Board, Cardiff & Vale Health Charity or any area of any UHB service as a beneficiary.

f. An individual or organisation wants to donate a potential asset (medical equipment, furnishings). This **must** be brought to the attention of the Charity Office at the earliest possible time for inclusion on the asset donation register. Departments receiving donated assets will be asked to confirm the assets conform to relevant standards and revenue consequences are managed.

4. Fundraising restrictions are in place to protect patients, staff, and members of the public:

a. Fundraising **must not** take place in wards at the bedside.

b. Fundraising staff or volunteers **must not** directly approach patients or visitors to suggest or request involvement or contributions. If patients or visitors approach a member of staff regarding the fundraising activity staff may accept offers of



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participation and support.

c. Staff participation in fundraising activities is voluntary and **must not** be imposed on any individuals.

d. An individual member of staff fundraising for a charitable cause on site is acceptable as long as the fundraising does not interfere in scheduled work hours. This should also be discussed with the relevant Clinical Board. Care should be taken to ensure that participating in or organising fundraising activities does not impair compliance with statutory regulations and recommended practice.

e. Legally, fundraising **must not** be undertaken by individuals under the age of 18.

f. Children up to the age of 18 can be involved with fundraising with a guardian's permission. However, children cannot collect static collection boxes, sell tickets for licensed lotteries, or count collected money.

5. All charitable income received into any ward or department by any member of staff, either from donations or fundraising activities, **must** be paid into the relevant Health Charity endowment fund, via the Cashiers' Office, within 7 days.

a. Cash from a ward or department-based fundraising activity, such as a raffle, **must** be counted and signed as a donation by two members of staff on the donation form and taken in a sealed collection tin or envelope to the Cashiers' Office.

b. If under exceptional circumstances staff are not able to take a donation to the Cashiers' Office, staff should contact the Charity Office on [fundraising.cav@wales.nhs.uk](mailto:fundraising.cav@wales.nhs.uk) for assistance.

c. Under **no** circumstances should a donation cheque be made payable to an individual UHB staff member. If you receive a cheque made payable to a member of staff, please forward it to the Charity Office for action.

6. The Charity Office will support departments or partner organisations seeking to raise a substantial sum for a large capital project or long-term work in a particular area.

a. In the first instance, this should be discussed with the department's Clinical Board and the Charity Office.

b. Where agreed, the Charity Office will support the formation of an Appeal committee. This should involve departmental staff, patient representative/s, and a member of the Charity Office.

c. The Charity Office retains the right to start, manage and transition appeals according to the Health Charity's priorities and the Charity Office's capacity.

## Supporting Procedures and Written Control Documents

- Naming Policy
- Standards of Behaviour Policy

## Scope

The scope of this policy includes fundraising activity in the following situations:

- fundraising undertaken on or off the UHB estate to benefit our patients through Cardiff &

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#### Vale Health Charity

- fundraising undertaken on the UHB site by partner charities

**All sections** of this policy apply to:

- Anyone involved in any fundraising event undertaken on UHB sites to benefit any charity;
- Anyone fundraising with the UHB and/or the Health Charity as a named recipient of funds.

#### Equality and Health Impact Assessment

An Equality and Health Impact Assessment (EHIA) has been completed and this found there to be no impact. Key actions have been identified and these can be found incorporated within this policy/supporting procedure.

<b>Policy Approved by</b>	Charitable Funds Committee
<b>Group with authority to approve procedures written to explain how this policy will be implemented</b>	For example: Health System Management Board
<b>Accountable Executive or Clinical Board Director</b>	Catherine Phillips, Executive Director of Finance

#### Disclaimer

If the review date of this document has passed please ensure that the version you are using is the most up to date either by contacting the document author or the Governance team: Governanceteam Cav (Cardiff and Vale UHB - Corporate Governance) [Governanceteam.Cav@wales.nhs.uk](mailto:Governanceteam.Cav@wales.nhs.uk)

#### Summary of reviews/amendments

Version Number	Date Review Approved	Date Published	Summary of Amendments
3	Date approved by Board/Committee/Sub Committee dd/mm/yyyy	TBA <i>[To be inserted by the Gov. Dept]</i>	<i>Revised Document (superseding UHB238 Version 2) State if either a new document, revised document (please list main amendments). List title and reference number of any documents that may be superseded.</i>
2			

Saunders, Nathan  
05/12/2022 10:02:41

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Approved By:		


Saunders, Nathan  
05/12/2022 10:02:41

## Equality & Health Impact Assessment for

### *Fundraising Policy (an administrative type policy)*

**Please read the Guidance Notes in Appendix 1 prior to commencing this Assessment**

**Please note:**

- The completed Equality & Health Impact Assessment (EHIA) must be
  - Included as an appendix with the cover report when the strategy, policy, plan, procedure and/or service change is submitted for approval
  - Published on the UHB intranet and internet pages as part of the consultation (if applicable) and once agreed.
- Formal consultation must be undertaken, as required<sup>1</sup>
- Appendices 1-3 must be deleted prior to submission for approval

Please answer all questions:-

1.	For service change, provide the title of the Project Outline Document or Business Case and Reference Number	This EHIA has been designed for the Cardiff & Vale Health Charity Fundraising Policy.
2.	Name of Clinical Board / Corporate Directorate and title of lead member of staff, including contact details	Executives, Woodland House, 02921 836041 Head of Arts and Health Charity, 02921 836049.

<https://cavuhb.nhs.wales/files/policies-procedures-and-guidelines/corporate-policy/f-corporate-policy/uhb-238-fundraising-policy-pdf/>

Saunders Nathan  
05/12/2022 10:02:41

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3.	Objectives of strategy/ policy/ plan/ procedure/ service	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. The Fundraising Policy provides a framework and guidance to support this function, in line with Cardiff and Vale UHB governance and financial probity policies and procedures.
4.	<p>Evidence and background information considered. For example</p> <ul style="list-style-type: none"> <li>• population data</li> <li>• staff and service users data, as applicable</li> <li>• needs assessment</li> <li>• engagement and involvement findings</li> </ul> <ul style="list-style-type: none"> <li>• research</li> <li>• good practice guidelines</li> <li>• participant knowledge</li> <li>• list of stakeholders and how stakeholders have engaged in the development stages</li> <li>• comments from those involved in the designing and development stages</li> </ul> <p>Population pyramids are available from</p>	<ul style="list-style-type: none"> <li>• Not applicable</li> <li>• See Addendum 1 for staffing profile</li> </ul> <ul style="list-style-type: none"> <li>• As an administration policy opposed to a clinical policy, it was unnecessary to undertake a needs assessment.</li> <li>• The UHB's usual arrangement with regard to consultation was followed. External stakeholders were not engaged in the EHIA and/or policy development but were consulted in order to share views.</li> </ul>

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	Public Health Wales Observatory <sup>2</sup> and the UHB's 'Shaping Our Future Wellbeing' Strategy provides an overview of health need <sup>3</sup> .	
<b>5.</b>	Who will be affected by the strategy/ policy/ plan/ procedure/ service	UHB staff, charity staff and volunteers working on behalf of the UHB, will be affected by the Policy.

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<sup>2</sup> <https://phw.nhs.wales/services-and-teams/observatory/>  
<sup>3</sup> <https://cavuhb.nhs.wales/about-us/our-mission-vision/background-to-the-strategy/the-challenges-we-face/>

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## 6. EQIA / How will the strategy, policy, plan, procedure and/or service impact on people?

Questions in this section relate to the impact on people on the basis of their 'protected characteristics'. Specific alignment with the 7 goals of the Well-being of Future Generations (Wales) Act 2015 is included against the relevant sections.

How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate. Make reference to where the mitigation is included in the document, as appropriate
<b>6.1 Age</b> For most purposes, the main categories are: <ul style="list-style-type: none"> <li>• under 18;</li> <li>• between 18 and 65; and</li> <li>• over 65</li> </ul>	There does not appear to be any impact. However the policy clearly states:- Legally, fundraising <b>must not</b> be undertaken by individuals under the age of 18. Children up to the age of 18 can be involved with fundraising with a guardian's permission. However, children cannot collect static collection boxes, sell tickets for licensed lotteries, or count collected money.	n/a	n/a

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How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate. Make reference to where the mitigation is included in the document, as appropriate
<b>6.2 Persons with a disability as defined in the Equality Act 2010</b> Those with physical impairments, learning disability, sensory loss or impairment, mental health conditions, long-term medical conditions such as diabetes	The UHB is aware from its demographic information that it employs staff who have disabilities as defined within the Act. As such, the Policy would be made accessible to staff in alternative formats on request or via usual good management practice.		
<b>6.3 People of different genders:</b>  Consider men, women, people undergoing gender reassignment	There appears not to be any impact on staff regarding gender.		

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How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate. Make reference to where the mitigation is included in the document, as appropriate
<b>NB</b> Gender-reassignment is anyone who proposes to, starts, is going through or who has completed a process to change his or her gender with or without going through any medical procedures. Sometimes referred to as Trans or Transgender			
<b>6.4 People who are married or who have a civil partner.</b>	There appears not to be any impact on staff.		
<b>6.5 Women who are expecting a baby, who are on a break from work after having a baby, or who are breastfeeding.</b> They are protected for 26 weeks after	There appears not to be any impact on staff.		

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<b>How will the strategy, policy, plan, procedure and/or service impact on:-</b>	<b>Potential positive and/or negative impacts</b>	<b>Recommendations for improvement/ mitigation</b>	<b>Action taken by Clinical Board / Corporate Directorate.</b> Make reference to where the mitigation is included in the document, as appropriate
having a baby whether or not they are on maternity leave.			
<b>6.6 People of a different race, nationality, colour, culture or ethnic origin including non-English speakers, gypsies/travellers, migrant workers</b>	There appears not to be any impact on staff regarding race, nationality, colour, culture or ethnic origin.	Whilst there doesn't appear to be any impact, if a member of staff was known to have difficulties with the written word, good management would dictate that alternative arrangements be made, such as individual meetings.	All departments to be aware of their staff profiles.
<b>6.7 People with a religion or belief or with no religion or belief.</b> The term 'religion' includes a religious or philosophical belief	It is unlikely to be any impact on staff regarding their religion.	Staff are able to raise any issues with their line manager.	

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How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate. Make reference to where the mitigation is included in the document, as appropriate
<b>6.8 People who are attracted to other people of:</b> <ul style="list-style-type: none"> <li>the opposite sex (heterosexual);</li> <li>the same sex (lesbian or gay);</li> <li>both sexes (bisexual)</li> </ul>	There appears not to be any impact on staff.		
<b>6.9 People who communicate using the Welsh language in terms of correspondence, information leaflets, or service plans and design</b>  Well-being Goal – A Wales of vibrant culture and thriving Welsh language	Fundraising forms provided to fundraisers i.e. pledge forms, posters, information leaflets etc. should be bilingual. English & Welsh websites and social media platforms are used. If fundraisers are raising money but using their own promotional material, they should be encouraged to provide it bilingually.		

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How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate. Make reference to where the mitigation is included in the document, as appropriate
<b>6.10 People according to their income related group:</b> Consider people on low income, economically inactive, unemployed/workless, people who are unable to work due to ill-health	There appears not to be any impact on staff. However the policy clearly states: Fundraising staff or volunteers <b>must not</b> directly approach patients or visitors to suggest or request involvement or contributions. If patients or visitors approach a member of staff regarding the fundraising activity staff may accept offers of participation and support.		
<b>6.11 People according to where they live:</b> Consider people living in areas known to exhibit poor economic and/or health indicators,	There appears not to be any impact on staff.		

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How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate. Make reference to where the mitigation is included in the document, as appropriate
people unable to access services and facilities			
<b>6.12 Consider any other groups and risk factors relevant to this strategy, policy, plan, procedure and/or service</b>	There are no other groups including Carers or risk factors to take into account with regard to this Policy. The policy is clear that Fundraising staff or volunteers <b>must not</b> directly approach patients or visitors to suggest or request involvement or contributions. If patients or visitors approach a member of staff regarding the fundraising activity staff may accept offers of participation and support.		

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## 7. HIA / How will the strategy, policy, plan, procedure and/or service impact on the health and well-being of our population and help address inequalities in health?

Questions in this section relate to the impact on the overall health of individual people and on the impact on our population. Specific alignment with the 7 goals of the Well-being of Future Generations (Wales) Act 2015 is included against the relevant sections.

How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts and any particular groups affected	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate Make reference to where the mitigation is included in the document, as appropriate
<b>7.1 People being able to access the service offered:</b> Consider access for those living in areas of deprivation and/or those experiencing health inequalities  Well-being Goal - A more equal Wales	As primarily an administrative Policy, there will be no impact.		
<b>7.2 People being able to improve /maintain healthy lifestyles:</b> Consider the impact on healthy lifestyles, including healthy eating, being active,	As primarily an administrative Policy, there will be no impact.		

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How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts and any particular groups affected	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate Make reference to where the mitigation is included in the document, as appropriate
no smoking /smoking cessation, reducing the harm caused by alcohol and /or non-prescribed drugs plus access to services that support disease prevention (eg immunisation and vaccination, falls prevention). Also consider impact on access to supportive services including smoking cessation services, weight management services etc Well-being Goal – A healthier Wales			
<b>7.3 People in terms of their income and employment status:</b> Consider the impact on the availability and accessibility of work, paid/ unpaid employment, wage levels, job security, working conditions	As primarily an administrative Policy, there will be no impact. The policy is clear that Fundraising staff or volunteers <b>must not</b> directly approach patients or visitors to suggest or request involvement or contributions.		

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<b>How will the strategy, policy, plan, procedure and/or service impact on:-</b>	<b>Potential positive and/or negative impacts and any particular groups affected</b>	<b>Recommendations for improvement/ mitigation</b>	<b>Action taken by Clinical Board / Corporate Directorate</b> Make reference to where the mitigation is included in the document, as appropriate
Well-being Goal – A prosperous Wales	If patients or visitors approach a member of staff regarding the fundraising activity staff may accept offers of participation and support.		
<b>7.4 People in terms of their use of the physical environment:</b> Consider the impact on the availability and accessibility of transport, healthy food, leisure activities, green spaces; of the design of the built environment on the physical and mental health of patients, staff and visitors; on air quality, exposure to pollutants; safety of neighbourhoods, exposure to crime; road safety and preventing injuries/accidents; quality and safety of play	As primarily an administrative Policy, there will be no impact.		

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<b>How will the strategy, policy, plan, procedure and/or service impact on:-</b>	<b>Potential positive and/or negative impacts and any particular groups affected</b>	<b>Recommendations for improvement/ mitigation</b>	<b>Action taken by Clinical Board / Corporate Directorate</b> Make reference to where the mitigation is included in the document, as appropriate
areas and open spaces  Well-being Goal – A resilient Wales			
<b>7.5 People in terms of social and community influences on their health:</b> Consider the impact on family organisation and roles; social support and social networks; neighbourliness and sense of belonging; social isolation; peer pressure; community identity; cultural and spiritual ethos  Well-being Goal – A Wales of cohesive communities	As primarily an administrative Policy, there will be no impact.		
<b>7.6 People in terms of macro-economic, environmental and sustainability factors:</b>			

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<b>How will the strategy, policy, plan, procedure and/or service impact on:-</b>	<b>Potential positive and/or negative impacts and any particular groups affected</b>	<b>Recommendations for improvement/ mitigation</b>	<b>Action taken by Clinical Board / Corporate Directorate</b> Make reference to where the mitigation is included in the document, as appropriate
<p>Consider the impact of government policies; gross domestic product; economic development; biological diversity; climate</p> <p>Well-being Goal – A globally responsible Wales</p>	As primarily an administrative Policy, there will be no impact.		

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**Please answer question 8.1 following the completion of the EHIA and complete the action plan**

<b>8.1 Please summarise the potential positive and/or negative impacts of the strategy, policy, plan or service</b>	Overall, there appears to be very limited impact on the protected characteristics and health inequalities as a result of administrative type policies.
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### **Action Plan for Mitigation / Improvement and Implementation**

	<b>Action</b>	<b>Lead</b>	<b>Timescale</b>	<b>Action taken by Clinical Board / Corporate Directorate</b>
<b>8.2 What are the key actions identified as a result of completing the EHIA?</b>	If a member of staff was known to have difficulties with the written word, good management would dictate that alternative arrangements be made, such as individual meetings. Staff are able to raise any issues with their line manager/Human Resources.	Line Manager as applicable	Depending on individual need	Action in accordance with UHB Employment Policies and Procedures such as the Dignity at Work Policy and to follow advice from Human Resources

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	Action	Lead	Timescale	Action taken by Clinical Board / Corporate Directorate
<b>8.3 Is a more comprehensive Equalities Impact Assessment or Health Impact Assessment required?</b>  This means thinking about relevance and proportionality to the Equality Act and asking: is the impact significant enough that a more formal and full consultation is required?	As there has been potentially very limited impact identified, it is unnecessary to undertake a more detailed assessment and formal consultation is not required.			

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	Action	Lead	Timescale	Action taken by Clinical Board / Corporate Directorate
<b>8.4 What are the next steps?</b>  Some suggestions:- <ul style="list-style-type: none"> <li>Decide whether the strategy, policy, plan, procedure and/or service proposal:               <ul style="list-style-type: none"> <li>continues unchanged as there are no significant negative impacts</li> <li>adjusts to account for the negative impacts</li> <li>continues despite potential for adverse impact or missed opportunities to advance equality (set out the justifications for doing so)</li> <li>stops.</li> </ul> </li> <li>Have your strategy, policy, plan, procedure and/or service proposal approved</li> <li>Publish your report of this impact assessment</li> <li>Monitor and review</li> </ul>	<p>The Policy remains unchanged</p> <p>The EHIA has been consulted upon internally as a generic document to support a variety of administrative-type policies and procedures.</p> <p>It has been approved by the Charitable Funds Committee</p> <p>When an administrative-type policy is developed or reviewed this EHIA will form part of that consultation exercise and publication. This EHIA will be reviewed three years after approval unless changes to terms and conditions, legislation or best practice determine that an earlier review is required. The UHB standard is that all policies are reviewed within 3 years (1 year a statutory requirement).</p>			

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## Appendix 1

### Equality & Health Impact Assessment

#### Developing strategies, policies, plans and services that reflect our Mission of 'Caring for People, Keeping People Well'

##### Guidance

The University Health Board's (the UHB's) Strategy 'Shaping Our Future Wellbeing' (2015-2025) outlines how we will meet the health and care needs of our population, working with key partner organisations to deliver services that reflect the UHB's values. Our population has varied and diverse needs with some of our communities and population groups requiring additional consideration and support. With this in mind, when developing or reviewing any strategies, policies, plans, procedures or services it will be required that the following issues are explicitly included and addressed from the outset:-

- Equitable access to services
- Service delivery that addresses health inequalities
- Sustainability and how the UHB is meeting the requirements of the Well-being of Future Generations (Wales) Act (2015)<sup>4</sup>

This explicit consideration of the above will apply to strategies (e.g. Shaping Our Future Strategy, Estates Strategy), policies (e.g. catering policies, procurement policies), plans (e.g. Clinical Board operational plans, Diabetes Delivery Plan), procedures (for example Varicella Zoster - chickenpox/shingles - Infection Control Procedure) and services /activity (e.g. developing new clinical services, setting up a weight management service).

Considering and completing the Equality & Health Impact Assessment (EHIA) in parallel with development stages will ensure that all UHB strategies, policies, plans, procedures or services comply with relevant statutory obligations and responsibilities and at the same time takes forward the UHB's Vision, 'a person's chance of leading a healthy life is the same wherever they live and whoever they are'. This process should be proportionate but still provide helpful and robust information to support decision making. Where a more detailed consideration of an issue is required, the EHIA will identify if there is a need for a full impact assessment.

Some key statutory/mandatory requirements that strategies, policies, plans, procedures and services must reflect include:

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<sup>4</sup> <https://gov.wales/well-being-future-generations-act-essentials-html>

- All Wales Standards for Communication and Information for People with Sensory Loss (2014)<sup>5</sup>
- Equality Act 2010<sup>6</sup>
- Well-being of Future Generations (Wales) Act 2015<sup>7</sup>
- Social Services and Well-being (Wales) Act 2015<sup>8</sup>
- Health Impact Assessment (non statutory but good practice)<sup>9</sup>
- The Human Rights Act 1998<sup>10</sup>
- United Nations Convention on the Rights of the Child 1989<sup>11</sup>
- United Nations Convention on Rights of Persons with Disabilities 2009<sup>12</sup>
- United Nations Principles for Older Persons 1991<sup>13</sup>
- Welsh Health Circular (2015) NHS Wales Infrastructure Investment Guidance<sup>14</sup>
- Welsh Government Health & Care Standards 2015<sup>15</sup>
- Welsh Language (Wales) Measure 2011<sup>16</sup>

This EHIA allows us to meet the requirements of the above as part of an integrated impact assessment method that brings together Equality Impact Assessment (EQIA) and Health Impact Assessment (HIA). A number of statutory /mandatory requirements will need to be included and failure to comply with these requirements, or demonstrate due regard, can expose the UHB to legal challenge or other forms of reproach. This means showing due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and
- foster good relations between different groups.

**EQIAs** assess whether a proposed policy, procedure, service change or plan will affect people differently on the basis of their 'protected characteristics' (i.e. their age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion, sex or sexual orientation) and if it will affect their human rights. It also takes account of caring responsibilities and Welsh Language issues.

<sup>5</sup> <http://gov.wales/topics/health/publications/health/guidance/standards/?lang=en>

<sup>6</sup> <https://www.gov.uk/guidance/equality-act-2010-guidance>

<sup>7</sup> <http://gov.wales/topics/people-and-communities/people/future-generations-act/?lang=en>

<sup>8</sup> <http://gov.wales/topics/health/socialcare/act/?lang=en>

<sup>9</sup> <http://www.wales.nhs.uk/sites3/page.cfm?orgid=522&pid=63782>

<sup>10</sup> <https://www.equalityhumanrights.com/en/human-rights/human-rights-act>

<sup>11</sup> <http://www.unicef.org.uk/UNICEFs-Work/UN-Convention>

<sup>12</sup> <http://www.un.org/disabilities/convention/conventionfull.shtml>

<sup>13</sup> <http://www.ohchr.org/EN/ProfessionalInterest/Pages/OlderPersons.aspx>

<sup>14</sup> <http://www.wales.nhs.uk/sites3/Documents/254/WHC-2015-012%20-%20English%20Version.pdf>

<sup>15</sup> <http://gov.wales/topics/health/publications/health/guidance/care-standards/?lang=en>

<sup>16</sup> <http://www.legislation.gov.uk/mwa/2011/1/contents/enacted>



They provide a systematic way of ensuring that legal obligations are met and are a practical means of examining new and existing policies and practices to determine what impact they may have on equality for those affected by the outcomes.

**HIAs** assess the potential impact of any change or amendment to a policy, service, plan, procedure or programme on the health of the population and on the distribution of those effects within the population, particularly within vulnerable groups. HIAs help identify how people may be affected differently on the basis of where they live and potential impacts on health inequalities and health equity. HIA increases understanding of potential health impacts on those living in the most deprived communities, improves service delivery to ensure that those with the greatest health needs receive a larger proportion of attention and highlights gaps and barriers in services.

The **EHIA** brings together both impact assessments in to a single tool and helps to assess the impact of the strategy, policy, plan, procedure and/or service. Using the EHIA from the outset and during development stages will help identify those most affected by the proposed revisions or changes and inform plans for engagement and co-production. Engaging with those most affected and co-producing any changes or revisions will result in a set of recommendations to mitigate negative, and enhance positive impacts. Throughout the assessment, 'health' is not restricted to medical conditions but includes the wide range of influences on people's well-being including, but not limited to, experience of discrimination, access to transport, education, housing quality and employment.

Throughout the development of the strategy, policy, plan, procedure or service, in addition to the questions in the EHIA, you are required to remember our values of *care, trust, respect, personal responsibility, integrity and kindness* and to take the Human Rights Act 1998 into account. All NHS organisations have a duty to act compatibly with and to respect, protect and fulfil the rights set out in the Human Rights Act. Further detail on the Act is available in Appendix 2.

**Completion of the EHIA should be an iterative process and commenced as soon as you begin to develop a strategy, policy, plan, procedure and/or service proposal and used again as the work progresses to keep informing you of those most affected and to inform mitigating actions. It should be led by the individual responsible for the strategy, policy, plan, procedure and/or service and be completed with relevant others or as part of a facilitated session. Some useful tips are included in Appendix 3.**

For further information or if you require support to facilitate a session, please contact the Health Boards Principal Health Promotion Specialist or Equality Manager.

Based on

- Cardiff Council (2013) Statutory Screening Tool Guidance
- NHS Scotland (2011) Health Inequalities Impact Assessment: An approach to fair and effective policy making. Guidance, tools and templates<sup>17</sup>
- Wales Health Impact Assessment Support Unit (2012) Health Impact Assessment: A Practical Guide<sup>18</sup>

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<sup>17</sup> <http://www.healthscotland.com/uploads/documents/5563-HIIA%20-%20An%20approach%20to%20fair%20and%20effective%20policy%20making.pdf>  
(accessed 4 January 2016)

<sup>18</sup> <http://www.wales.nhs.uk/sites3/page.cfm?orgid=522&pid=63782> (accessed on 4 January 2016)

## Appendix 2 – The Human Rights Act 1998<sup>19</sup>

The Act sets out our human rights in a series of 'Articles'. Each Article deals with a different right. These are all taken from the European Convention on Human Rights and are commonly known as 'the Convention Rights':

1. Article 2 Right to life. NHS examples: the protection and promotion of the safety and welfare of patients and staff
2. Article 3 Freedom from torture and inhuman or degrading treatment. NHS examples: issues of dignity and privacy, the protection and promotion of the safety and welfare of patients and staff, the treatment of vulnerable groups or groups that may experience social exclusion, for example, gypsies and travellers, issues of patient restraint and control
3. Article 4 Freedom from slavery and forced labour
4. Article 5 Right to liberty and security. NHS examples: issues of patient choice, control, empowerment and independence, issues of patient restraint and control
5. Article 6 Right to a fair trial
6. Article 7 No punishment without law
7. Article 8 Respect for your private and family life, home and correspondence. NHS examples: issues of dignity and privacy, the protection and promotion of the safety and welfare of patients and staff, the treatment of vulnerable groups or groups that may experience social exclusion, for example, gypsies and travellers, the right of a patient or employee to enjoy their family and/or private life
8. Article 9 Freedom of thought, belief and religion. NHS examples: the protection and promotion of the safety and welfare of patients and staff, the treatment of vulnerable groups or groups that may experience social exclusion, for example, gypsies and travellers
9. Article 10 Freedom of expression. NHS examples: the right to hold and express opinions and to receive and impart information and ideas to others, procedures around whistle-blowing when informing on improper practices of employers where it is a protected disclosure
10. Article 11 Freedom of assembly and association
11. Article 12 Right to marry and start a family
12. Article 14 Protection from discrimination in respect of these rights and freedoms. NHS examples: refusal of medical treatment to an older person

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<sup>19</sup><https://www.equalityhumanrights.com/en/human-rights/human-rights-act>

13. solely because of their age, patients presented with health options without the use of an interpreter to meet need, discrimination against UHB staff on the basis of their caring responsibilities at home
14. Protocol 1, Article 1 Right to peaceful enjoyment of your property
15. Protocol 1, Article 2 Right to education
16. Protocol 1, Article 3 Right to participate in free elections
17. Protocol 13, Article 1 Abolition of the death penalty

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## Appendix 3

### Tips

- Be clear about the policy or decision's rationale, objectives, delivery method and stakeholders.
- Work through the Toolkit early in the design and development stages and make use of it as the work progresses to inform you of those most affected and inform mitigating actions
- Allow adequate time to complete the Equality Health Impact Assessment
- Identify what data you already have and what are the gaps.
- Engage with stakeholders and those most affected early. View them as active partners rather than passive recipients of your services.
- Remember to consider the impact of your decisions on your staff as well as the public.
- Record which organisations and protected characteristic groups you engaged with, when you engaged with them and how you did so (for example, workshop, public meeting, written submission).
- Produce a summary table describing the issues affecting each protected group and what the potential mitigations are.
- Report on positive impacts as well as negative ones.
- Remember what the Equality Act says – how can this policy or decision help foster good relations between different groups?
- Do it with other people! Talk to colleagues, bounce ideas, seeks views and opinions.

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Report Title:	Health Charity Fundraising Report			Agenda Item no.	4.1
Meeting:	Charitable Funds Committee	Public	√	Meeting Date:	6 <sup>th</sup> December 2022
Status (please tick one only):	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:

#### 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 1<sup>st</sup> September – 30<sup>th</sup> November 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 1<sup>st</sup> September – 30<sup>th</sup> November 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		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:									
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 September - November 2022

	<p>After a gap of two years, we welcomed nearly 200 guests to Mercure Holland House, many of which have been long-term supporters of the Prop Appeal. The event was well attended, but income declined, possibly as a result of the current cost of living crisis. In addition to the lack of a main sponsor this year, entertainment suppliers did not donate their services for free, which adversely affected fundraising. Total amount raised was £11,875; less expenditures for venue hire, food, and entertainment, profit was £3,118</p>
	<p>The annual Strictly Top Dancer event took place in September (re-arranged from original date of June 2022) 7 teams took part, and with money still coming in, fundraising from this event has currently raised around £26,000</p> <p>In September 2022, patient Claire Halliday took part in the Great North Run and raised nearly £600.</p> <p>Throughout October (Breast Cancer Awareness Month) we have had a lot of fundraiser support with Wear it Pink events, fashion &amp; disco evenings, darts matches and bingo – altogether raising over £2,500.</p>
<p style="text-align: center;"><b>Legacy/ Gifts in Will</b></p> 	<ul style="list-style-type: none"> <li>• Legacy donations received since 1<sup>st</sup> April 2022: <b>£217,581.07</b></li> <li>• Discussions are underway with Cardiac Services re: proposed use of legacy funds and producing stories around this to support awareness raising of Gifts In Wills donations.</li> </ul> <p>The Health Charity has seen an increase in interest due to the ongoing promotion of leaving a gift in will to the Health Board.</p>
	<p>A Christmas wreath workshop planned for late November, and tickets sold out. We will provide an update at the next meeting due to the event not taken place at the time of writing this report.</p> <p>Nichola Hope, is raising funds for artworks for the Trauma and Orthopaedic Department</p> <p>Lisa-Marie Mansfield ran the Cardiff Half Marathon and raised <b>£520</b></p>

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	<p>The '<b>SuperMegaDraw</b>' took place in November with a single prize winner of <b>£22,000</b>, in addition to the regular four weekly <b>£1,000</b> winners. Promotion leading up to special draw generated an additional 593 new numbers in each draw.</p>
 <p>Shaping Our Future Sustainable Healthcare</p>	<p>New Breast Centre Appeal sustainable T-Shirts have been purchased (made from re-cycled water bottles).</p> <p>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.</p>
 <p>Our Health Meadow Ein Dôl Iechyd</p>	<p>The Welsh 3 Peaks Challenge took place on Sunday 16<sup>th</sup> October. Ten people took part and completed the challenge and raised £3,186 in total of which £2,048 is for Our Health Meadow. Other funds benefitting are CAMHS, Children's Cancer Care Sierra Leone and Uro-Oncology.</p> <p>The Shine Bright Appeal is arranged at UHL throughout late November and December. Further information to follow in next report</p>
 <p>NHS CHARITIES TOGETHER</p>	<p>A further grant for the Recovery and Well-being College Senior Peer Trainer project has been awarded for another 2 years totaling £35,963. The funds will go towards the trainer post, which will be Band 5, 2.5 days per week.</p> <p>After submitting an interim report, NHSCT have released the 'Grow Well' Project a second year of funding totaling £49,879.</p>
 <p>In for a Penny Small change, Big reward...</p>	<p>Staff donations via the 'In for a Penny' fundraising scheme is just under <b>£160 per month</b>. <a href="https://healthcharity.wales/hospital-staff/in-for-a-penny/">https://healthcharity.wales/hospital-staff/in-for-a-penny/</a></p> <p>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.</p>
 <p>Cardiff &amp; Vale HealthCharity Elusenlechyd Caerdydd a'r Fro Registered Charity No. 1056544</p>	<p>On Sunday 2nd October, our amazing runners took part in the Cardiff Half Marathon and London Marathon. It was a wonderful day for all participants, who had completed their journeys in the sunshine. A total of nearly £14,000 was raised as a result of all their efforts.</p>

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Report Title:	<b>REPORTING FEEDBACK ON SUCCESSFUL CFC BIDS</b>			Agenda Item no.	<b>4.2</b>
Meeting:	<b>CHARITABLE FUNDS COMMITTEE</b>	Public	√	Meeting Date:	<b>06.12.22</b>
Status (please tick one only):	Assurance	√	Approval	Information	
Lead Executive:	<b>CATHERINE PHILLIPS, EXECUTIVE DIRECTOR OF FINANCE</b>				
Report Author (Title):	<b>JOANNE BRANDON, DIRECTOR OF COMMUNICATION, ARTS, HEALTH CHARITY AND ENGAGEMENT</b>				

## 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 Recognition Awards	£25,000 over 5 years. 2018-23	Interim
Keeping Me Well	£164,000	Interim
Welsh Transplant Games	£25,000 - £40,000 over 5 years 2021-26	Update

Funding for Keeping me Well project was secured from Bale Fund 99649  
SRA and Welsh Transplant Games projects was secured by applications to Health Charity General Reserve monies.

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

### **Staff Recognition Awards**

The Staff Recognition Awards were due to take at City Hall on the 8<sup>th</sup> April 2022, however due to rising COVID-19 cases at the time, a decision was made to postpone. The event was then due to take place on the 14<sup>th</sup> July 2022, at a time when yet again, COVID-19 cases were escalating in the community and an event of this nature and size posed risks to team resilience and sustainability when services were facing more challenges than ever. Therefore, a decision was made to cancel the face-to-face event and the Executive Team are going out to present individuals with their trophies, certificate and an aroma gift voucher.

The awards ceremony for 2023 is being planned to take place in the Autumn.

In September 2018, £25,000 was approved to support the Staff Recognition Awards.

£5,000 was spent supporting the in-person event – master of ceremonies, trophies etc. However due to covid-19, no further monies were drawn from these approved funds.

Costs have been incurred during 2022 for trophies, certificates, aroma voucher and it is requested to receive £5,000 to support this, leaving £15,000. Of this remaining total, £5,000 will be utilised to support the event in 2023. This money is supporting a key initiative, which is showing value and reward of our staff.

A full report will be provided in December 2023

### **Keeping Me Well**

The Keeping Me Well website development commenced in Spring 2020 as part of the Health Board's COVID-19 rehabilitation model, to provide a trusted source of information to support identified service users to manage elements of their rehabilitation independently.

The project was delivered by Cardiff and Vale UHB therapy staff, whose day to day roles/activities had been interrupted by the Covid-19 pandemic. As restrictions were lifted and normal services resumed with increased demand, the project team's availability to provide input to the website development diminished, and therefore additional technical skills were required to ensure the website continued to deliver its required objectives.

The ongoing pandemic and associated pressures placed on the therapy teams created new challenges for the project team, who were required to liaise with subject matter experts to develop the relevant content required.

At the last update in November 2021, work to redevelop the Keeping Me Well website had commenced to reflect the needs of patients in relation to the updated position of COVID-19 Rehabilitation and Long COVID in addition to supplementing the wider needs of the Health Board's therapies pathways.

Comprehensive progress has been made in this regard, with the team having worked collectively with communities of stakeholders including those with lived experience to co-produce content, ensuring that the Keeping Me Well website offers thorough, up-to-date COVID-19 and wider rehabilitation resources that meets the needs of both members of the public and those engaged in therapies pathways to appropriately manage elements of their own rehabilitation.

#### **Animations**

At the November 2021 update, the team had gone to tender for the production of animated videos. The agency Savage and Gray was appointed to produce 15 minutes of animation shortly after this. The videos are all being produced bilingually in English and Welsh, and will feature subtitling and closed captions to ensure that they are accessible for all who view them.

The team has worked with Diverse Cymru to ensure that the content of the animations, including the suite of characters featured in them, is accessible and representative of the communities throughout Cardiff and the Vale of Glamorgan.

The first of the animations has been published on the homepage of Keeping Me Well website, providing a template workflow for the completion of the remaining animations, a further four animations are currently in the process of being developed by the agency.

#### **Welsh Language**

Translation of the existing website content is complete, and translation is factored into the development of new content.

#### Digital hardware devices/wi-fi solutions

The charitable bid included funding for digital hardware devices to facilitate engagement with the Keeping Me Well website among digitally excluded groups. We have liaised with TEC Cymru, which provides a national platform to enable the sustainable use, scale up and spread of value-added technologies across health and care in Wales. Their feedback was that providing digital hardware would duplicate provision already available and would therefore be an ineffective approach.

The team is identifying alternative solutions to enhance the availability and accessibility of the Keeping Me Well website to communities throughout Cardiff and the Vale of Glamorgan. Current initiatives under consideration include:

- The introduction of functionality for automated translation of the website's content into further commonly spoken languages across the area.
- The introduction of screen reading and/or further assistive functionality
- The production of further easy-read and accessible website content

#### Communications and engagement campaign

Some initial communications activity has been implemented comprising the production of business cards providing QR codes linking into key areas of the website for distribution by UHB services, and a bus advertising campaign to increase awareness of the Keeping Me Well resource among communities throughout Cardiff and the Vale of Glamorgan. Following the redevelopment

The project has made a difference;

#### To patients

- Keeping Me Well provided a rehabilitation service that people would otherwise have been unable to access during the early COVID-19 pandemic.
- The website affords people the opportunity to access activities, information and resources immediately, either without needing to see a clinician or while they await their referral.
- The Keeping Me Well resource has supported self-referral into a variety of services. 1,000 people (circa) have self-referred into the Escape Pain programme alone.
- Weaving into the wider transformation of the UHB's rehabilitation offer, the site is improving the care patients receive across them.

#### To staff

- Being able to signpost patients to areas within the Keeping Me Well website using QR codes is less burdensome on staff than having to write out, print or otherwise signpost patients to resources.
- The site is contributing to implementing cultural change, supporting people to understand and be able to practice self-care.
- Where they have accessed the Keeping Me Well website prior to attending consultations, patients are more informed facilitating AHPs to have more valuable conversations with them.

#### To improving services



- Video resources housed on the site, such as those demonstrating how to complete exercises to support people to manage elements of their own rehabilitation, are a significant enhancement to printed resources that would have been provided previously.
- The video resources have been seen to improve compliance with exercises that AHPs assign to patients both in terms of motivation and doing the exercises with correct form, as they're able to copy what is happening on screen.

Having developed into a comprehensive digital resource, the site has sustainability benefits, reducing the carbon footprint by replacing printed materials that would otherwise need to be given to patients.

The project team has reflected on progress and it's learning from feedback and coproduction and would like to further develop the website to be interactive, stimulating and engaging and redefine the budget to make the biggest impact with the resources made available to it.

The project has acknowledged Cardiff & Vale Health Charity as the grant funder by including the Cardiff & Vale Health Charity Logo as part of the core Keeping Me Well website template, and thus appears on every page, which links through to the Health Charity's website.

A full report will be provided in December 2023

### **Welsh Transplant Games - Update**

After a 2-year hiatus, the Welsh Transplant Team attended the 2022 British Transplant Games held in Leeds, the Welsh Transplant team won a fantastic 21 medals. Comprised of 21 adults and 1 junior, the team secured 9 gold, 7 silver and 5 bronze medals, with one member of the team setting a New British Record. Lewis Evans didn't just beat the British record for transplant Sport, but he beat the current world record for a transplanted athlete by running 100m in just 10.99 seconds

Shaun Thomas, the Senior Renal Youth Worker wanted to pass on his thanks for the support received from Cardiff & Vale Health Charity leading to a hugely successful game and providing the opportunities for Cardiff and Vale University Health Board transplant patients to stay active, and take part in sport which in turn supports their health and wellbeing by motivating the team to stay active.

The feedback from the athletes and their families has been overwhelmingly positive. It has given many of them something positive and motivating to train towards, but, they reported it had also been a really welcomed break and respite. The financial support enabled so many supporters to attend, that really made a huge difference to these families. Children and partners getting the chance to see their loved ones thriving and pushing their limits.

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

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

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

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

An interim report will be provided in December 2024

**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 Committee, demonstrating the success of the funding secured from the Bale Fund and General Reserve, which has positively impacted patients, staff and the wider community of Cardiff and Vale University Health Board

I look forward to providing future reports on projects supported by the Charitable Funds Committee.

Recommendation:

The Charitable Funds Committee is requested to:

- a) **accept** and note 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	

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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## 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 <sup>th</sup> March 2018	Information Screens	Michelle Fowler	Exec. Nurse Director	£ 24,750.00		Completed Mar-20
29 <sup>th</sup> March 2018	Nutrition & Hydration Extension	Nutrition & Dietetics Services Lead	Exec. Director of Therapies & Health Science	£ 295,000.00		Completed Mar-20
11 <sup>th</sup> December 2018	First Impressions, Barry Hospital	Peter Welsh	Maria Battle	£ 99,500.00		Completed Dec-19
11 <sup>th</sup> December 2018	IBD Service at UHL	Claire Tibbatts, UHL	Sarah Edwards	£ 20,000.00	Mar-20	Completed Sep-20
11 <sup>th</sup> December 2018	Arts Funds Bids	Simone Joslyn	Maria Battle	£ 70,000.00		Completed Mar-20
11 <sup>th</sup> December 2018	BSL Training & Awareness	Angela Hughes	Exec. Nurse Director	£ 29,928.00	Jun-19	Completed Sep-20
11 <sup>th</sup> December 2018	Promoting Health Charity Visibility	Simone Joslyn	Akmal Hanuk	£ 60,000.00		Completed Dec-19
19 <sup>th</sup> March 2019	Sustainable Travel for UHB	Joanne Brandon	Abigail Harris	£ 391,854.00	Dec-19	Completed Nov-20
11 <sup>th</sup> June 2019	RITA	Joanne Wilson	Exec. Nurse Director	£ 28,776.00	May 2020	Completed Sep-20
11 <sup>th</sup> June 2019	Dental Information Screens	Eira Yassien	Chief Operating Officer	£ 13,084.80		Completed Mar-20
11 <sup>th</sup> June 2019	Health Charity Website	Simone Joslyn	Exec Nurse Director	£ 12,410.00		Completed Sep-20
4 <sup>th</sup> November 2020	Provide a Staff Haven at University Hospital Wales	Nicola Bevan	Director of Workforce and OD	£ 54,000.00		Completed Mar-21
27 <sup>th</sup> June 2019	Employee Wellbeing Service	Nicola Bevan	Director of Workforce and OD	£ 352,586.00	Sep-20	Completed Jun-21
27 <sup>th</sup> June 2019	Disposal of Rookwood	Nicola Foreman	Director of Governance	£ 155,000.00		Completed Jun-21
9 <sup>th</sup> Feb 2021	St David's Children Centre Environmental Improvements - Children, Young People &	Katie Simpson	Exec Nurse Director	£ 39,353.42		Nov-21
25 <sup>th</sup> January 2021	Covid-19 Patient Experience Support Project	Angela Hughes	Exec Nurse Director	£ 25,000.00		May-22
25 <sup>th</sup> January 2021	Recovery and Wellbeing College Senior Peer Trainer	Hannah Moreland-Jones	Exec Nurse Director	£ 31,237.59		May-22
21 <sup>st</sup> September 2021	Our Health Meadow	Simone Joslyn	Head of Health Charity and Arts programme	£ 80,000		Sep-22
6 <sup>th</sup> December 2021	Outdoor Staff Havens	Simone Joslyn	Head of Health Charity and Arts programme	£ 79,800.00		Sep-22

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 <sup>th</sup> September 2018	Staff Recognition Awards	Learning Education & Development	Exec. Director of Workforce & OD	£ 25,000.00		Dec '22	Dec-23	Bid approved by CFC
4 <sup>th</sup> 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 - <b>BALE APPROVED FUNDS</b>
27 <sup>th</sup> 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 - <b>NHSCT FUNDS</b>
29 <sup>th</sup> 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.
6 <sup>th</sup> December 2021	Social prescribing project within Child Health	Rose Whittle	Directorate Mananger. Community Child Health	£ 180,000.00	N/A	Mar-23	Mar-24	Bid endorsed by CFC and Approved by BoT - Jan 2022 - <b>NHSCT FUNDS</b>
6 <sup>th</sup> 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 <sup>st</sup> 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 <sup>st</sup> 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 <sup>st</sup> June 2022	Innovation Collison 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 <sup>st</sup> 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	<b>Bid 1 - £282,000</b> - project funding bid endorsed by CFC Sept '20/ approved by BoT - Nov'20. <b>Bid 2 - £194,864</b> - bid for funding extension endorsed by CFC June '22 / approved by BoT - Sept '22

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Report Title:	HEALTH CHARITY UPDATES – BREAST CENTRE APPEAL ANNUAL REPORT				Agenda Item no.	4.3
Meeting:	Charitable Funds Committee		Public	✓	Meeting Date:	6/12/2022
			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:

#### Background and current situation:

The Breast Centre at the University Hospital of Wales celebrated its 10<sup>th</sup> Anniversary in 2020, having opened in 2010 to provide a “one stop shop” for patients requiring breast care services. At that time, an Appeal was launched with the support of the Charitable Funds Committee (CFC), to raise funds to further enhance services available within the Centre. This included the completion of the first floor which now provides:

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

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

#### Fundraisers over the past 12 months include:

- In October 2021 – during Breast Cancer Awareness month, Splash Central Cardiff held a ‘Splash of Pink’ fundraiser hosting sponsored swimming events and fitness classes. This was mentioned in our previous report, but due to final donations and Splash Central themselves donating £500, the final total raised was £3000.
- Starting in October 2021, Debs Harris, Breast Cancer patient, took on a triple challenge for the Breast Centre Appeal – the 10 Mile Walk, The Welsh Three Peaks, and a Skydive as part of the Big NHS Jump – due to weather issues, the Big NHS Jump took place in May 2022 and she raised just over £3000.
- In January 2022 the team at the Windsor Hotel Senghenydd supported patron Sean Prendergast to complete Dry January, and supported him to raise £400 for the Breast Centre Appeal.
- In February 2022, inspirational and brave patient Bev Jones ‘braved the shave’ to raise money for our appeal. In March, her son did a 24 hour walk around Richmond Park and her daughter walked from Brecon to Cardiff, all to support their mum. Between them they raised over £2000.

- Jemma Dopson is a patient and part of the Pink Fitness Ribbon Group organised by our Senior Physiotherapist Victoria Collins. Jemma has taken part in various fundraising events including the Breast Centre Appeal 10-mile walk, an 11-mile walk taking in Cribyn and Pen y Fan, and a quiz night and has raised over £500 for the Breast Centre Appeal.
- Lucy Hemmet joined the Big NHS Jump, and chose to support the Breast Centre Appeal – after a few weather delays, Lucy did her jump in April 2022, raising £450 (less costs).
- Regular supporter Gerry Stacey once again took on the 54321 Cymru cycle challenge and with match funding from Tiny Rebel Brewing Co. and Whitehouse Building Services raised over £1300. Gerry has now raised over £5000 for the Breast Centre Appeal since his wife Maxene was diagnosed with Breast Cancer in 2016.
- Two very good friends and colleagues Alison Lloyd and Cath Marshall ran the Cardiff Bay 10K for the Breast Centre Appeal in May 2022 raising over £1600. Working in Physiotherapy at University Llandough Hospital, they have given over 65 years of service within Cardiff & Vale UHB and wanted to challenge themselves following the two years of the pandemic.
- Starting in May 2022 a team of colleagues at Estyn, the education and training inspectorate of Wales organised a challenge in support of their friend and colleague Rhian who is going through treatment for Breast Cancer. Calling their challenge 'Dro Da Dros Rhian/Rhians Ramble', around 25 of Her Majesty's Inspectors and staff from Estyn's Corporate Services challenged themselves to walk 870 miles between them, covering the total mileage of Wales Coastal Path in a month! They wanted to raise funds for the Breast Centre Appeal to show their unanimous love and support, and raised just over £5000.
- Irene Hicks Nicholls, BCA has been a fundraiser for the Breast Centre Appeal since 2014. In August 2022, Irene and her team of fundraisers and supporters reached a fundraising total of £200,000. Irene will continue to support the Breast Centre Appeal with raffles and bingo events, but due to ill health has dramatically reduced the amount of work she does for the appeal. The Senior Fundraiser maintains regular contact with Irene, members of the Health Charity attended her retirement party in September 2022 and the Breast Centre Committee hosted a thank you afternoon tea for all involved in October 2022.

#### **Events over the past 12 months include:**

- Afternoon Tea at the Park Plaza, Cardiff in March 2022. Our first face to face indoor event since 2019, a well-supported and sold out event which raised £1,500.
- Strictly Top Dancer at the ICC Wales, Celtic Manor Resort. This event took place in September 2022, with 7 teams taking part. Fundraising for this event was bigger and better than ever with all teams throwing themselves into new and unique ways of hitting their fundraising targets. The Event took place on 17<sup>th</sup> September and money is still coming in, but the total raised will be around £23,500 (this does include some fundraising via JustGiving from the original event date of June 2020).

**The Breast Centre Appeal total income for 2021/2022 was: £90,187.24, plus £4577.30 Dividends and interest.**

**The Current Balance of the Breast Centre Appeal fund is: £214,771.77 as at 30<sup>th</sup> September 2022.**

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

- Purchase of new, sustainable (made from recycled water bottles) appeal t-shirts.
  - Payment for staff to attend training, conferences and update their Finishing Touches Areola Micro Pigmentation Refresher for FT Trained Technicians.
  - Ongoing subscriptions and gym equipment to enable the Senior Physiotherapist to hold zoom fitness and one to one sessions with Breast Centre patients.
- Ongoing outsourcing of fitness classes to Splash Central Cardiff for 'live' classes for those that are able to attend. The feedback from these classes is always so positive as it's created a support network for all those that attend.

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

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

#### Recommendation:

The Committee is requested to: **receive** this report for assurance.

#### 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  
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Report Title:	<b>HEALTH CHARITY EVENTS PLANNER 2023 UPDATE</b>			Agenda Item no.	<b>4.4</b>
Meeting:	<b>CHARITABLE FUNDS COMMITTEE</b>	Public	<input checked="" type="checkbox"/>	Meeting Date:	<b>6<sup>th</sup> December 2022</b>
		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:	<b>Catherine Phillips, Executive Director of Finance</b>				
Report Author (Title):	<b>Joanne Brandon, Director of Communications, Arts, Health Charity and Engagement</b>				
<b>Main Report</b>					
<b>Background and current situation:</b>					
<p>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</p> <p>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.</p> <p>The Health Charity Team organises a wide range of fundraising events throughout the year to:</p> <ul style="list-style-type: none"> <li>• Support individual appeals for Clinical Boards and fundraisers</li> <li>• Involve and support staff members in their individual fundraising for the HC</li> <li>• Raise awareness of the Health Charity's fundraising activities to encourage staff and public involvement, improve sponsorship and partnership opportunities</li> <li>• 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.</li> </ul> <p>The attached events planner for 2023, provides a draft of the key events taking place for the year, with more detailed dates to follow in the next CFC meeting in March 2023.</p>					
<b>Executive Director Opinion and Key Issues to bring to the attention of the Board/Committee:</b>					
<p>Executive Directors are asked to review the Health Charity Events Planner 2023 and identify individual events which they will be supporting/attending. This schedule is provided to the Charitable Funds Committee for information purposes.</p>					
<b>Recommendation:</b>					
The Committee is requested to: <b>note for information</b> the Health Charity Events Planner 2023					
<b>Link to Strategic Objectives of Shaping our Future Wellbeing:</b>					
<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 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:

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05/12/2022 10:02:41



# Proposed Health Charity Events 2023

Appeal	Date	Event	Fundraising Target
	February	<b>Prop Afternoon Tea</b>	<b>£1,250</b>
	March	<b>Breast Centre Afternoon Tea</b>	<b>£1,250</b>
	June	<b>BC Strictly Top Dancer Competition</b>	<b>£15,000</b>
	June/July	<b>NHS @ 75 Big Tea</b> <b>Sky Dive for NHS @ 75</b>	<b>£3,000</b>
 	October	<b>Prop Ball</b> <b>Cardiff Half Marathon</b>	<b>£5,000</b> <b>£2,500</b>
 	November	<b>Wreath Workshop</b> <b>Shine Bright</b>	<b>£1,000</b> <b>£10,000</b>
	December	<b>Breast Centre Pink Tie Gala Dinner</b>	<b>£5,000</b>

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Report Title:	<b>STAFF BENEFITS GROUP REPORT</b>			Agenda Item no.	<b>4.5</b>
Meeting:	<b>CHARITABLE FUNDS COMMITTEE</b>	Public	X	Meeting Date:	<b>06.12.22</b>
		Private			
Status (please tick one only):	Assurance		Approval		Information
					X
Lead Executive:	<b>Rachel Gidman, Executive Director of People and Culture</b>				
Report Author (Title):	<b>Barbara John, Business/Operational Manager, Communication, Arts, Health Charity and Engagement</b>				
<b>Main Report</b>					
<b>Background and current situation:</b>					

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 September - November 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](mailto: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 22.11.22 and recorded the following:

## **Nathaniel Cars Group (NCG)**

### **Health Charity Engagement**

- NCG representatives will be attending a plaque presentation at the refurbished Paediatric Emergency Unit, UHW on 7<sup>th</sup> December 2022, in recognition of their generous funding of this project.
- NCG are supporting the Breast Centre Pink Tie Ball on 3<sup>rd</sup> December 2022.

### **CAVUHB Engagement**

- NCG have offered the Health Board a week's free trial of a Fiat Ducato. CM progressing with Westpoint.
- NCG now listed as a registered supplier of MG vehicles at Fleet Solutions and are currently in the process of applying for registration on the CSS framework.

NCG have expressed their continued interest in engaging with the Health Board to explore ways they may be able to assist with current transport requirements and/or to tender for future relevant commercial opportunities.

### **Staff Benefits**

- NCG have proposed an exclusive fixed price of £79.00 for vehicle servicing for CAVUHB employees at their Cardiff Showroom. Promotional period to be agreed and advertised via all staff engagement platforms.
- NCG are keen to utilise Cardiff & Vale Health Charity Pod at UHW to promote transport sustainability to staff with their range of electric vehicles, i.e. Electrical Vehicles 'Try Before You Buy' Scheme.

### **Digital Content/ Promotion**

- NCG have a dedicated communications and graphics support to assist in creating content for Cardiff and Vale UHB and Cardiff & Vale Health Charity promotions.
- A feature on NCG, advising staff on all of the employee benefits available to them will be promoted in the coming weeks, to assist staff where possible during the winter months.

### **Cost of Living Crisis**

RG provided feedback from staff engagement re: the impact of the cost of living crisis on UHB and discussed the importance of educating managers on how to support employees during this period.

The SBG considered the number of employees leaving the Cardiff and Vale UHB Pension Scheme. RG expressed the need of educating employees on the benefits of remaining in the scheme.

The SBG discussed the impact on women during this period, particularly with the high cost of essential personal hygiene products. RG advised this will be further discussed in the Financial Health and Wellbeing Strategic Group.

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

**No new Staff Discount Providers Proposals were received during the last quarter and those received and approved by the SBG by email (e.g. free concert tickets and updated corporate gym and leisure centre memberships) were tabled for noting.**

### **CAVConnect App Launch/ SBG Webpages**

The CavConnect staff engagement platform has been paused due to the communication and engagement team staff vacancies/service priorities. A temporary consultant has recently been engaged who will lead on the launch pre-Christmas.

MC to update the SBG Webpages for the Christmas/New Year period to include:

- Creating Christmas Graphics to be displayed on the webpage carousel and seasonal offers pages.
- Directing staff to the Christmas offers through the Weekly Staff Update and Staff Connect.

### **Staff Benefits Providers Engagement**

Recent engagement with online staff benefits providers to discuss opportunities and ideas for staff benefits promotions and partnership working to support employees has secured donations of prizes and a cash gift to support employees.

Some of these have been utilized by the health charity for staff fundraising projects and the UHB in the recent Talk Money Week workshops, by the provision of gift vouchers and fruit/vegetable baskets. This funding will also support the staff engagement incentive scheme to launch CAVConnects.

### **Mentimeter – Comments re: Staff Benefits – Oct '22**

The SBG discussed the results of a Mentimeter survey that took place during the Ask Suzanne – Cost of Living session in October 2022.

The results and recent staff engagement via the Financial wellbeing sessions highlight the importance of promoting Staff Benefits via all staff engagement platforms, both digitally and in departmental meetings, staff areas etc.

### **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 resulted in an increase in prize 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 September – November 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	√
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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:

Report Title:	<b>STAFF LOTTERY BIDS PANEL REPORT</b>			Agenda Item no.	<b>4.6</b>
Meeting:	<b>Charitable Funds Committee</b>	Public	✓	Meeting Date:	<b>06.12. 2022</b>
		Private			
Status (please tick one only):	Assurance	✓	Approval	Information	
Lead Executive:	<b>Catherine Phillips, Executive Director of Finance</b>				
Report Author (Title):	<b>Joanne Brandon, Director of Communications, Arts, Health Charity and Engagement</b>				

## 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 November 2022. The next scheduled meeting is March 2023. The '**SuperMegaDraw**' took place in November with a single prize winner of £22,000, in addition to the regular four weekly £1,000 winners. Promotion leading up to the special draw generated an additional 593 new numbers.

The attached paper lists approved bids from November's meeting. Panel members also discussed prizes for 2023 at the meeting, proposing £7,000 for the Summer SuperDraw and £23,000 for the SuperMegaDraw. As of 2025, all participants agreed to cap the prize at £25,000 for the SuperMegaDraw

The Staff Lottery Bids Panel expenditure report details some of the examples of how the Staff Lottery Fund has supported monies generated through membership to the scheme in 2021/22. Projects support patients, staff, visitors and volunteers of Cardiff and Vale University Health Board. [English](#) version [Welsh](#) version.

### Successful Staff Lottery Bids Panel Projects

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

The Staff Lottery Bids Panel were delighted to support the Penarth District Nursing Team with their bid for the Wellbeing Summer Project to add a new sitting area for staff to relax and reflect during their lunchbreaks.

The Penarth District Nursing Team previously didn't have an area in their office for staff to unwind during their breaks. By transforming an area of their workspace into a colourful and tranquil





environment, it will allow the staff to take some time to have lunch, meet with colleagues, and process difficult situations and events they come across in their work on a daily basis.

The Staff Lottery Bids Panel happily approved the bid to purchase new comfortable chairs, a sofa, and coffee tables, as it directly supports staff wellbeing. It will make the District Nursing staff feel valued and appreciated and will also reduce their stress levels through the provision of a positive and supportive workplace environment.

Brooke Clark, the Interim Team Leader of the Penarth District Nursing Team, said: "Thank you again to the Cardiff & Vale Health Charity for the kind donation of the furniture. It has really cheered the staff up, allowing the team to have a nice break during their day where they can have lunch/read a book and switch off for a little while. We are really pleased with it and very grateful!"

### **Cardiff Royal Infirmary Timeline; 200 Years of Organised Healthcare Being Provided in the South and East Cardiff Locality Area**

The Arts for Health and Wellbeing Programme were proud to create a timeline to reflect 200 years of organised healthcare being provided in the South and East Cardiff Locality area, which is now on display in the Therapies corridor at Cardiff Royal Infirmary.

The timeline follows the journey of the hospital since 1822 as it moved to numerous locations from the Cardiff Dispensary's first site on Working Street, The Hayes and eventually, to the current site of Cardiff Royal Infirmary. The timeline captures significant events, achievements and changes that took place at the hospital, throughout this time as well as demonstrating an idea of what it would have been like for the patients and staff who were based there.

The content of the timeline was curated and identified by Bex Betton who led on the project and Gwawr Faulconbridge with the support from local museums, archives, newspapers and current and past members of staff. The timeline was then illustrated and installed as a wall vinyl by Grosvenor Interiors.



**Staff Lottery Bids Panel Approved Bids November 2022 (↑ £10k)**

	No	Applicant	Destination	Description	Amount	Outcome
<b>Nov-22</b>	BP728 -2	Lucie Barrett	Communications, Arts, Health Charity & Engagement	Supporting staff wellbeing by providing ice creams, during an extreme heatwave	£5,348	Chairs Action
	BP729	Jennie Roe	Libraries and Knowledge Service	Enhancing staff wellbeing space. UHL	£6,386	Approved
	BP730	Catrin Simpson	Sexual Assault Referral Centre	Art for SARC-Phase 2	£9,785	Approved
	BP731	Sarah James	Obstetrics and Gynaecology	Optimal Birth Training	£1,100	Approved
	BP732	Jane James	Phlebotomy	Staff room upgrade. Wellbeing space	£3,849	Approved
	BP733	Aiden Curran	Occupational Therapist. Rehab 7 Repatriation	Pottery Group. Hafan Y Coed	£6,502	Approved
	BP734	Rhian Grapes	Spinal Outpatient Treatment Clinic	Table and chairs, staff rest room	£570	Approved
	BP735	Tim Nicholls	MHSOP	Increasing access to the Arts for Mental Health Services	£8,000	Approved
	BP736	Angela Jones	Resuscitation Service	Automated External Defibrillator	£2,753	Approved
	BP737	Mechelle Collard	Paediatric Dentistry	Staff wellbeing exercise	£2,695	Approved
	BP738	Julie Cornish	General Surgery	Every Women Festival	£2,000	Approved
	BP739	Emma Creedon	Pine Ward Hafan Y Coed	Furnishings and activities for staff and patient areas	£7,346	Approved
	BP740	Helena Roberts-Reid	Voluntary Services	Patient engagement through volunteers and digital inclusion. 2 digital interactive screens	£8,280	Approved
					<b>£64,614</b>	

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

	No	Applicant	Service	Description	Amount £
<b>Nov - 22</b>	SBP222	Rhian Grapes	Spinal Treatment Clinic	White goods for Spinal Treatment Clinic	£155
	SBP223	Sian Taylor	Communication, Arts, Health Charity and Engagement	Launch of CAVConnect	£250
	SBP224	Jane Linton	Trauma & Orthopaedics	Additional storage for patient care items at West 5 UHL	£250
	SBP225	Zoe Sweetman	Surgery	Surgery Clinical Board Staff Recognition Awards	£250
	SBP226	Rebeca Short	CAHVHIS, CRI	Recognition event for Red Cross and Oasis volunteers to celebrate 1 year of partnered working	£216
	SBP227	Lawrenza Shapely	West 3, Trauma & Orthopaedics	Staff room fridge	£149
	SBP228	Michelle Davis/ Kirsty John	HMP Cardiff	Kitchen white goods	£250
	SBP229	Jane Murphy	Medicine CB	Medicine Clinical Board Staff Recognition Awards	£250
	SBP230	Pauline Jarjis	HSDU	Rest area, kettles	£117
	SBP231	Natalie Powell	UHW	Stop Pressure Ulcer Day 2022	£150
	SBP232	Alexandra Scott	Patient Safety	T-shirts to promote and celebrate World Patient Safety Day	£250
	SBP235	Sharron Heathcote	C4ME	Cochrane Building Bee Hives – Wellbeing	£65
	SBP236	Jan Szura	Cardiff Community Resource Team	2x new microwaves for the staff kitchen	£200
	SBP237	Karen Vaughan	Occupational Health	5 x £50 Fruit & Veg Box - Financial Wellbeing and Cost of Living Support Plan	£250.00
	SBP238	Catherine Dutton	Integrated Medicine	Kitchen white goods	£149.99
	SBP239	Stephen Davies	Clinical Engineering	Defibrillator Battery - Supporting the Local Community	£214
					<b>£2,287</b>

**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

Reputational: No

Socio Economic: No

Equality and Health: No

No

Decarbonisation: No

Approval/Scrutiny Route:	
Committee/Group/Exec	Date:

Saunders,Nathan  
05/12/2022 10:02:41