

Public Charitable Funds Committee

Tue 18 March 2025, 14:00 - 16:00

Agenda

14:00 - 14:05 **1. Standing Items** 5 min

1.1. Welcomes & Introductions

John Union

1.2. Apologies for Absence

John Union

1.3. Declarations of Interest

John Union

1.4. Minutes of the Committee Meeting held on 10.12.2024

John Union

 1.4 - Unconfirmed Public CFC Minutes 10.12.2024.pdf (6 pages)

1.5. Actions following the Meeting held on 10.12.2024

John Union

 1.5 - Public CFC Action Log - March 2025.pdf (1 pages)

1.6. Chair's Actions

John Union

14:05 - 14:40 **2. Items for Review & Assurance** 35 min

2.1. Health Charity Financial Position & Investment Update

20 mins *Robert Mahoney*

 2.1a Health Charity Financial Position & Investment Update.pdf (6 pages)

 2.1b Attachment 1 CFC 18.03.2025.pdf (1 pages)

 2.1c - Attachment 2 CFC 18.03.2025.pdf (1 pages)

 2.1d Attachment 3 CFC 18.03.2025.pdf (1 pages)

2.2. Food Sense Wales Report

10 mins *Katie Palmer*

 2.2 - FSW 17022025 Final.pdf (6 pages)

2.3. Reporting feedback on successful CFC Bids

5 mins *Joanne Brandon*

2.3.1. Wales Transplant Games

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14:40 - 14:55 **3. Items for Approval / Ratification**

15 min

3.1. Over £25k Endowment Expenditure Approvals

10 mins

Joanne Brandon

3.1.1. Cardiology Research Fund 9161 – RSA-PACE Clinical Study

📄 3.1.1a - Cardiology -Over 25k Endowment Fund application.pdf (2 pages)

📄 3.1.1b Appendix 1 - Cardiology Over £25k application form.pdf (2 pages)

3.1.2. Mental Health Services for Older People - Payne Legacy 9737 - Transformation and Development Lead

📄 3.1.2a MHSOP Over £25k Endowment Expenditure Approval.pdf (2 pages)

📄 3.1.2b Appendix 1 - MHSOP Over £25k appro.pdf (2 pages)

3.2. Responsible Gaming Policy

5 mins

Joanne Brandon

📄 3.2 Responsible Gaming Policy.pdf (5 pages)

14:55 - 14:55 **4. Items for Noting and Information**

0 min

4.1. Health Charity Fundraising Report

0 mins

Joanne Brandon

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

4.2. Staff Lottery Bids Panel Report

0 mins

Joanne Brandon

📄 4.2 Staff Lottery Bids Report.pdf (5 pages)

14:55 - 14:55 **5. Any Other Business**

0 min

John Union

14:55 - 14:55 **6. Items for the Private Meeting**

0 min

John Union

i) Approval of Private Minutes

ii) More Partnership Recommendations Discussion

iii) Rookwood Hospital Sale

14:55 - 14:55 **7. Review of the Meeting**

0 min

John Union

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14:55 - 14:55 **8. Date of next meeting**

0 min

John Union

10th June 2025 via MS Teams

14:55 - 14:55 **9. Declaration**

0 min

John Union

“To consider a resolution that representatives of the press and other members of the public be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest [Section 1(2) Public Bodies (Admission to Meetings) Act 1960]”



**Unconfirmed Public Minutes of the Charitable Funds Committee
10 December 2024 via Microsoft Teams**

To watch this meeting, please click here: [Cardiff and Vale UHB Charitable Funds Committee Meeting 10.12.2024](#)

Present:		
John Union	JU	Committee Chair / Independent Member – Finance
Joanne Brandon	JB	Director of Communications, Arts, Health Charity and Engagement
Susan Lloyd-Selby	SL	Independent Member – Local Authority
Rob Mahoney	RM	Deputy Director of Finance
Catherine Phillips	CP	Executive Director of Finance
Matt Phillips	MP	Director of Corporate Governance
Sara Moseley	SM	Independent Member – Third Sector
Rachel Gidman	RG	Executive Director of People & Culture
In Attendance:		
Rebecca Holliday	RH	Head of Financial Services
Alex Dow	AD	Rathbones
Secretariat:		
Rachel Chilcott	RC	Corporate Governance Officer
Apologies:		
Emma Cooke	EC	Executive Director of AHPs, Health Scientists and Community Services Development

CFC24/12/001	Welcome & Introductions The Committee Chair (CC) welcomed everyone to the meeting.	Action
CFC24/12/002	Apologies for Absence Apologies for Absence were noted.	
CFC24/12/003	Declarations of Interests No interests were declared.	
CFC24/12/004	Minutes of the Committee Meeting held on 17.09.2024 To view the minute: https://youtu.be/tSVnVJExFqo?list=PLLVdfcKNzmAA7B9IVZC6mznqn8msCNnOV&t=112 The Committee reviewed the minutes of the meeting held on 17 th September 2024. The Committee resolved that: a) The minutes of the meeting held on 17 th September 2024 were approved as a true and accurate record.	
CFC24/12/005	Committee Action Log To view the minute: https://youtu.be/tSVnVJExFqo?list=PLLVdfcKNzmAA7B9IVZC6mznqn8msCNnOV&t=158 The Committee reviewed the Action Log.	

	<p>The Committee resolved that:</p> <p>a) The Action Log was noted.</p>	
<p>CFC24/12/006</p>	<p>Health Charity Financial Position & Investment Update</p> <p>To view the minute: https://youtu.be/tSVnVJExFqo?list=PLLVdfcKNzmAA7B9IVZC6mznqn8msCNnOV&t=203</p> <p>The Deputy Director of Finance (DDF) presented the report and highlighted two key issues:</p> <ol style="list-style-type: none"> 1. The value of the Charitable Funds has decreased by £0.388m from 1st April 2024 to 31st October 2024. This incorporated net expenditure of £0.295m over income and a loss of the Investment Portfolio value of £0.093m. 2. The General Reserve was currently in deficit and was forecasted to be in deficit by £0.770m at 31st March 2025. <p>The DDF highlighted the following:</p> <ul style="list-style-type: none"> • Table 1 summarised the financial position of the Charity for the period to 31st October 2024 • Table 2 analysed the income received by the charity for the year, and compared income received for the same period over the previous 2 years. However, this figure was distorted by the timing of legacies and a deposit of grants, and therefore their performance was fairly low which was of concern. • Table 3 provided the Summary Balance Sheet as of 31st October 2024. Whilst the investment portfolio sat at a closing balance of £5.296m at the end of October, it was currently at £150k above what was reported. • <u>Cashflow forecast</u> - £400k had been realised from the investment portfolio to the period ending October 2024. It was projected that a further cash release from investments of £250k may be required to further support the cash position to the end of the financial year. • Attachment 2 provided an assessment of the movement in the General Reserve Fund, which reflected that they had a brought forward deficit in the year due to prior funding commitments combined with staff recharges and a reduction in investment values. • The General Fund had been closed to new applications for funding since the middle of the 2022-23 financial year, however there were some outstanding commitments against the general reserve (e.g. the Welsh Transplant Team and the Neurological Gardens ongoing maintenance costs). • The draft out-turn valuation of the General Fund was projected to be in deficit by £0.770m as at 31st March 2025 – this was predicted in future years to worsen (by the end of 2025-26 it would be £0.872m and by end of 2026-27 it would be £0.875m). • The Head of the Charity was asked to develop a plan to return the General Fund to a recurrent surplus position. A Task & Finish Group (T&FG) had developed options to address the financial stability of the Funds Held on Trust. <p>The DDF highlighted the following key financial risks:</p> <ul style="list-style-type: none"> • The performance of the investment portfolio which currently supported the General Fund balance. • The staff recharges to the General Fund • The impact on the Funds Held on Trust cashflow arising from the investment portfolio and the staff recharges. <p>The Independent Member – Third Sector (IM-TS) queried when some of the measures taken would start to have an effect on the bottom line.</p> <p>The Executive Director of Finance (EDF) responded with the following:</p> <ul style="list-style-type: none"> • To recover the deficit fund, investments needed to be sold to turn them into cash, balancing the long-term cash flow with the cashing in of investments. • Actions had been taken to right-size the team and ensure they were self-funding. • Resolving the general fund deficit balance was crucial, but it would take time. 	

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	<p>The Independent Member – Local Authority (IM-LA) asked about right-sizing the team and whether or not their fixed costs had reduced.</p> <p>The DDF responded that the costs would reduce imminently within this financial year.</p> <p>The Committee resolved that:</p> <ol style="list-style-type: none"> The financial position of the charity was noted The performance of the investment portfolio was noted The over commitment of the General Reserve was noted The development of a longer-term plan to reduce the deficit on the General Fund Reserve was noted 	
<p>CFC24/12/007</p>	<p>Investment Portfolio update – Presented by Rathbones</p> <p>To view the minute: https://youtu.be/tSVnVJExFqo?list=PLLVdfcKNzmAA7B9IVZC6mznqn8msCNnOV&t=1065</p> <p>Rathbones shared their presentation to the Committee which provided a comprehensive overview of the investment strategy and performance for the CAVUHB.</p> <p>The CC asked how often the Committee reviewed the risk level 3 benchmark.</p> <p>Alex Dow (AD) responded that they reviewed the risk level around 12 months ago when he last attended the CFC.</p> <p>AD commented that generally, CAVUHB's performance had been ahead of the peer group, but over the past 12 months they had lagged behind. He noted that it was worth reassessing the risk rating occasionally because objectives and the cash required may change.</p> <p>The CC noted that it might be useful to review the risk on a fairly regular basis with a longer-term mindset.</p> <p>The IM-LA asked how regularly they ought to review their approach to risk.</p> <p>AD emphasised the importance of balancing regular reviews with a long-term approach. He suggested a three-year cycle for in-depth reviews, but that changes in cash requirements or other significant events should trigger a reassessment.</p> <p>The IM-LA asked when the last time a risk assessment was undertaken. She also suggested that given the ongoing external review, it would be prudent to review the risks as part of the process once the final report and its recommendations had been received.</p> <p>The EDF responded with the following:</p> <ul style="list-style-type: none"> She was comfortable with their portfolio at present, and the risk rating was agreed the last time that Rathbones presented to the CFC. The review of their cash need as part of their annual business planning cycle to work effectively with Rathbones was important. During the strategy refresh, they should consider their longer-term aspect around how their cash would look over the duration of the strategy to help inform Rathbones investment strategy. This could provide them with an opportunity to flex their investment portfolio and have an informed conversation about the medium to long term. <p>The CC asked whether this could be presented at the following CFC meeting in March.</p> <p>The EDF suggested that March was too soon to review the risk portfolio. Instead, she suggested that an update be presented to the Committee around the next 12 months' cash flow and what their need would be to confirm their risk rating for that period. They could redo this again once the strategy was signed off with a long-term cash flow alongside it.</p> <p>The Committee resolved that:</p> <ol style="list-style-type: none"> The Investment Portfolio update was received. 	

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<p>CFC24/12/008</p>	<p>Reporting Feedback on Successful CFC Bids – Wales Transplant Games</p> <p>To view the minute: https://youtu.be/tSVnVJExFqo?list=PLLVdfcKNzmAA7B9IVZC6mznqn8msCNnOV&t=3160</p> <p>The DOC highlighted the following:</p> <ul style="list-style-type: none"> • They had not received feedback from the Nephrology and Transplant team which was undergoing a management change. • The approved bid was for a maximum of £8000 per year for five years (2020-25), but only £6547.50 had been spent so far. • They had written to the Clinical Board Director for more information on how the funds had been used and the benefits to patients attending the transplant games. <p>The Executive Director of People and Culture (EDPC) asked whether the team would forfeit the remaining funds if they hadn't utilised the full £8000 within the five-year timeframe.</p> <p>The DOC confirmed the team would forfeit the remaining funds if not fully utilised within the timeframe. The amount spent varied each year based on the number of participants they sent to the transplant games, a prestigious event that had elevated the CAV transplant team's profile.</p> <p>The Committee resolved that: A) The update was received.</p>	
<p>CFC24/12/009</p>	<p>Our Health Meadow Changes of Status</p> <p>To view the minute: https://youtu.be/tSVnVJExFqo?list=PLLVdfcKNzmAA7B9IVZC6mznqn8msCNnOV&t=3314</p> <p>The DOC provided the following summary to the Committee:</p> <ul style="list-style-type: none"> • The proposal was to reclassify the Health Meadow from an appeal to a fund • The Health Meadow was established in 2016 as the first ecological community health park on a hospital site in the UK, and has garnered significant interest and support from various groups. • Over the years it has secured over £470,000 in funding. However, with reduced activity, funding had also decreased. • The proposal to reclassify had been discussed with the CFC and aligned with the Health Charity Strategy. The Chair of the Health Meadow Committee (Mike Jones) agreed with the reclassification. <p>The CC clarified whether the organisation could still receive funds, but they would not actively seek out money for specific activities.</p> <p>The DOC confirmed there would no longer be a campaign for the Health Meadow; it would instead be a fund which would remain open for donations. The focus would shift to areas agreed upon by the CFC and the BOT, which aligned with changes for the sustainability of the Health Charity team. The Health Meadow would continue as a restricted fund.</p> <p>The IM-LA asked who was responsible for ensuring that the Health Meadow was maintained and who would make the decisions about how donations were spent.</p> <p>In terms of maintenance, the DOC responded that it would be a combination of a new group formed at the University Hospital of Llandough (UHL). There was a small amount of money left within the fund (around £15,000) to help manage the walkways. However, there were no plans to increase any of the Health Meadow access further.</p> <p>The DOC noted that the responsibility around decision-making and donation spending would be through the normal governance processes. The Committee would work with the Health Charity team to ensure that the money was spent appropriately.</p> <p>The IM-LA highlighted the possibility of Health Boards making community asset transfers in terms of considering the long-term future of projects.</p>	

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	<p>The DOC responded that this would likely be a decision for the Board of Trustee (BoT) in the future.</p> <p>The EDF suggested the decision on whether to make it a community asset should be considered during the strategy refresh, as there were plans to make it a valuable resource for both the community and staff/patients. She emphasised the importance of conducting a detailed analysis to decide what was feasible and beneficial.</p> <p>The CC asked for this to be reviewed and brought back to the Committee in 6-12 months in line with the Strategy.</p> <p>The Committee resolved that:</p> <ul style="list-style-type: none"> A) The Health Meadow’s achievements were acknowledged B) The proposal to reclassify the Our Health Meadow Appeal to a Fund status from January 2025 was agreed C) The proposal to “step down” the Health Meadow Steering Group was agreed 	
<p>CFC24/12/010</p>	<p>Staff Lottery Bids Panel Terms of Reference – Update</p> <p>To view the minute: https://youtu.be/tSVnVJExFqo?list=PLLVdfcKNzmAA7B9IVZC6mznqn8msCNnOV&t=3976</p> <p>The DOC summarised to the Committee:</p> <ul style="list-style-type: none"> • The Staff Lottery Bids Panel, chaired by Mike Jones, had the delegated authority from the CFC to approve applications for funds from the Staff Lottery Fund. This fund typically provided up to £10,000 for major bids and had a quick turnaround cycle of £250 for smaller requests within 24-48hrs. • At the September 2024 CFC meeting, it was agreed that duplicate bids could be considered in exceptional circumstances, and that the Terms of Reference (TOR) should be updated to reflect this change. <p>The IM-LA clarified whether sustainability had been incorporated into the TOR.</p> <p>The DOC confirmed that sustainability had been incorporated into the updated TOR.</p> <p>The Committee resolved that:</p> <ul style="list-style-type: none"> A) The amendment to the Staff Lottery Bids Panel Terms of Reference was endorsed. The next review date was December 2025. 	
<p>CFC24/12/011</p>	<p>Charitable Funds Investment Management Services Contract Extension</p> <p>To view the minute: https://youtu.be/tSVnVJExFqo?list=PLLVdfcKNzmAA7B9IVZC6mznqn8msCNnOV&t=4168</p> <p>The DDF highlighted the following points:</p> <ul style="list-style-type: none"> • The contract with Rathbones was a three-year contract with an option to extend for up to two years. The contract started in January 2022 and would end in January 2025. • He recommended taking up a one-year extension option now and noted that it was likely they would request the second-year extension in 2025 whilst starting the tender process for a new contract. • Relationships with investment managers were typically long-term and the tender process was complex, requiring ample time and consideration. <p>The Committee resolved that:</p> <ul style="list-style-type: none"> A) The extension of the current investment contract with Rathbone Investment Management Ltd for the term of one year (26th January 2025 to 25th January 2026) was approved B) The proposal that may utilise the final year of the contract and re-tender in sufficient time was noted. 	

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CFC24/12/012	<p>Health Charity Fundraising Report</p> <p>To view the minute: https://youtu.be/tSVnVJExFqo?list=PLLVdfcKNzmAA7B9IVZC6mznqn8msCNnOV&t=4330</p> <p>The DOC presented the report to the Committee for noting.</p> <p>The Committee resolved that: A) The Health Charity Report was received for information and assurance.</p>	
CFC24/12/013	<p>Staff Benefits Group Report</p> <p>To view the minute: https://youtu.be/tSVnVJExFqo?list=PLLVdfcKNzmAA7B9IVZC6mznqn8msCNnOV&t=4583</p> <p>The EDPC presented the report to the Committee for noting.</p> <p>The EDPC highlighted that in 2025, the organisation aimed to implement a framework that aligned with the refreshed charity strategy. Various promotions were being planned, which included an “Ask Suzanne” initiative to complement non-pay elements and staff benefits. Additionally, all staff had been added to Staff Benefits page on Viva Engage, with the goal to have all staff with email addresses by the end of 2025.</p> <p>The Committee resolved that: a) The Staff Benefits Group Report for the period September – November 2024 was received for information.</p>	
CFC24/12/014	<p>Any Other Business</p> <p><i>No items.</i></p>	
CFC24/12/015	<p>Date and Time of Next Meeting</p> <p>18th March 2025 via MS Teams.</p>	

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Action Log
Following Charitable Funds Committee Meeting
10 December 2024
(Updated for 18 March 2025 meeting)

MINUTE REF	SUBJECT	AGREED ACTION	COMPLETION DEADLINE	LEAD	STATUS
Actions					
CFC24/12/007	Investment Portfolio update – Presented by Rathbones	For an update to be presented to the Committee around the next 12 months' cash flow and what their need is going to be to confirm their risk rating for that period.	18.03.2025	Catherine Phillips	COMPLETED <i>To be covered within the Health Charity Financial Position & Investment Update on 18.03.2025</i>
CFC24/12/009	Our Health Meadow Changes of Status	For an update to be provided to a future Committee around the decision on whether to make the Health Meadow a community asset which was considered as part of the strategy refresh.	09.09.2025	Joanne Brandon	COMPLETED <i>On the Forward Plan for 09.09.2025 CFC meeting</i>
Actions referred from Committees of the Board/Board					

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Report Title:	Health Charity Financial Position & Investment Update		Agenda Item no.	2.1	
Meeting:	Charitable Funds Committee	Public	X	Meeting Date:	18.03.25
		Private			
Status:	Assurance	X	Approval	Information	
Lead Executive:	Executive Director of Finance				
Report Author:	Deputy Director of Finance				

Background and current situation:

The financial update report aims to:

- Provide information on the year-to-date financial performance of the Charity for the period 1st April 2024 to the period 31st January 2025.
- Assess the forecast financial position of the Charity including existing commitments.

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

There are two key issues to bring to the attention of the Committee:-

- The value of the Charitable Funds has decreased by £0.059m in the period from 1st April 2024 to 31st January 2025. This incorporates net expenditure of £0.356m over income and a gain in the Investment Portfolio value of £0.297m. In the current market environment the Investment Portfolio value is highly volatile.
- The General Reserve is forecast to be in deficit by £0.753m at 31st March 2025.

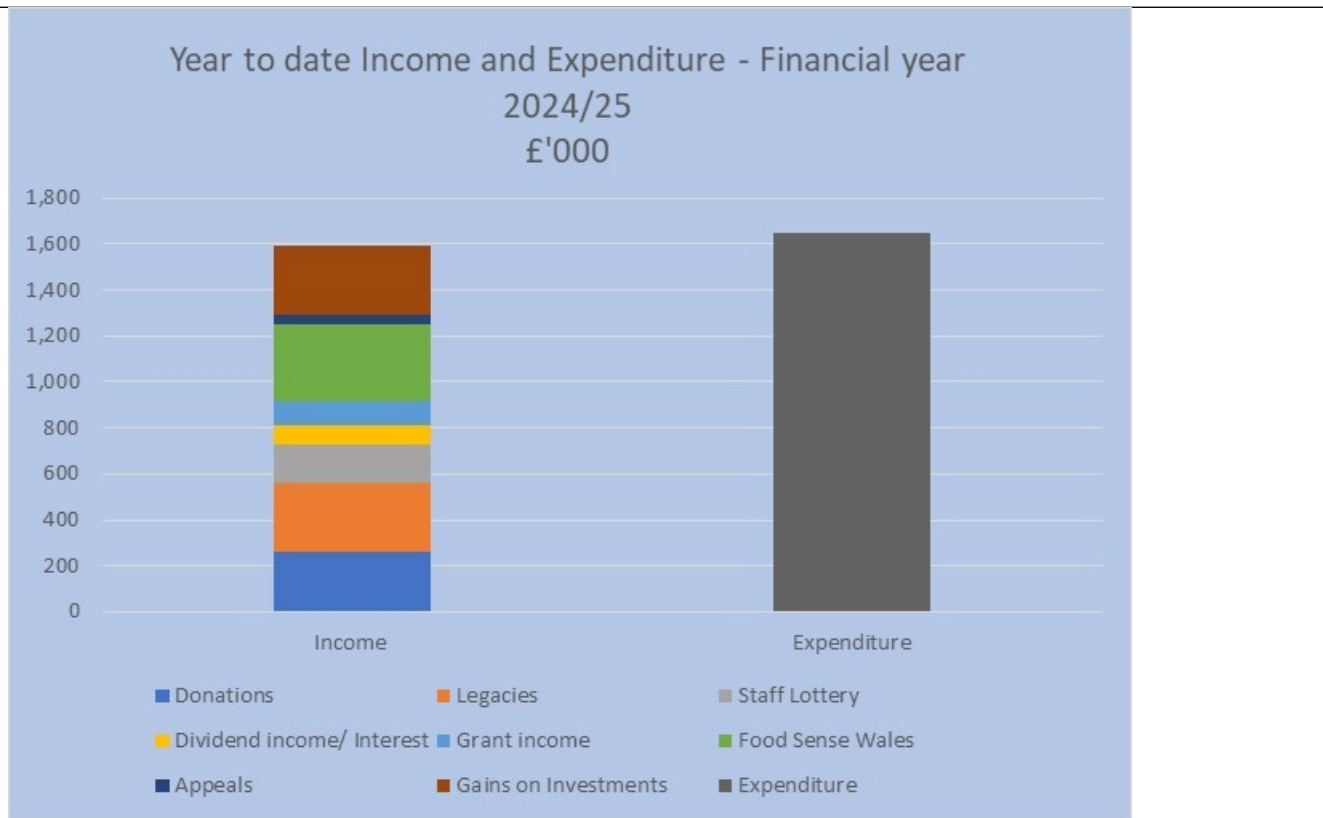
Financial Performance to 31st January 2025

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 31st January 2025.

	Unrestricted Funds £'000	Restricted Funds £'000	Endowment Funds £'000	Total Funds £'000
Fund Balances brought forward April 2024	2,953	2,195	4,222	9,370
Total Income Resources	275	1,020		1,295
Total Resources Expended	-923	-728	0	-1,651
Net Incoming/(Outgoing) Resources	-648	292		-356
Gains / (Losses) on Investment Assets	297			297
Fund Balances carried forward to 31 st January 2025	2,602	2,487	4,222	9,311
Net Movement in Funds	-351	292	0	-59

Table 1 shows the Charity has generated £1.295m of income and spent £1.651m for the financial year to date. This has resulted in net expenditure of £0.356m. In addition, the charity has seen market value gains on its investments of £0.297m for the period to 31st January 2025. The combined effect of this is a net decrease in fund balances for the period ending 31st January of £0.059m.



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

Table 2: Schedule of Income for the period to 31st January 2025

Income	Unrestricted £000	Restricted £000	Total 24/25 £000	23/24 January £000	22/23 January £000
Legacies	28	274	302	173	234
Grants (Other)	4	104	108	257	390
Food Sense Wales (Grants)		335	335	98	221
Donations	192	66	258	377	151
Staff Lottery		170	170	225	235
Appeals		44	44	37	48
Dividend Income / Interest	51	27	78	112	91
Total Income	275	1,020	1,295	1,279	1,370

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

Table 3: Summary Balance Sheet as at 31st January 2025

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	Opening Balance £000 01.04.24	Closing Balance £000 31.01.25	Change in Financial Year £000
Fixed Assets			
Investment Portfolio	5,789	5,561	(228)
Rookwood Hospital	4,182	4,182	0
Net Current Assets / Liabilities			
Cash	226	290	64
Debtors	262	17	(245)
Liabilities	(1,089)	(739)	350
Total Net Assets	9,370	9,311	(59)
Unrestricted Funds	2,953	2,602	(351)
Restricted Funds	2,195	2,487	292
Endowment Funds	4,222	4,222	0
Total Funds	9,370	9,311	(59)

The Investment Portfolio value has increased in the year to date to the value of £297k. This is offset by the requirement to sell £525k of investments to support the FHoT's cashflow. The net result is a decrease in the value of investment assets held on the balance sheet of £228k.

Overall, the balance sheet has decreased by £0.059m in the period, as per the table, due to £0.356m excess expenditure over income and the £0.297m investment gain.

Cashflow Forecast

A cashflow forecast for 2024-25 is included as Attachment 1 to this report, which has been updated for the actual period ending 31st January 2025. The committee will note that £525k has been realised through sales from the investment portfolio to the period ending January 2025. Based on current spending plans and trajectory, it is projected that a further cash release from investments of £125k will be required to further support the cash position by the end of the financial year. The Finance Team will continue to monitor the situation and liaise with the investment advisors accordingly.

A cashflow forecast for the 2025-26 financial year is also included at Attachment 2.

The committee will note this forecast cashflow projects the requirement to raise an estimated £350k from sales of the investment portfolio. This will be monitored and updated accordingly during the financial year 2025-26.

Forecast Financial Position of the Charity's General Fund Reserve

I&E Outlook analysis of the General Reserve Fund

The Funds Held on Trust are structured over a range of Restricted and Unrestricted (Designated Funds) funds according to the nature of how funds are established and the income that has supported the creation and ongoing activity of each fund.

The General Fund incorporates income that is not specified to a particular fund, alongside increases, and decreases in the Charity's investment portfolio valuation. Expenditure that is not specific to a particular fund, is also attributed to the General Fund.

This includes the staff costs of the Charity that cannot be recharged to specific funds. At present, this currently incorporates 70% of the cost of the Charitable Funds team.

Attachment 3 provides a current year projection and a forward projection of the General Reserve Fund for the financial years 2024-25 to 2028-29.

Including prior funding commitments the fund commenced 2024-25 with a brought forward deficit of £0.605m.

The General Fund has been closed to new applications for funding since the middle of the 2022-23 financial year. Outstanding commitments are detailed below in Table 4 :-

Table 4: Outstanding commitments against General Reserves

Commitments	Approved £'000	Outstanding £'000	Detail
Welsh Transplant Team	40	24	
Neurological Gardens - On - Going Maintenance Cost	94	75	8 years remaining
Total	134	99	

The draft out-turn valuation of the General Fund is projected to be £0.753m at 31st March 2025.

Based on underlying income and expenditure trends, the General Fund was projected to £1.212m in deficit by the end of 2028-29.

In light of the forecast increasing deficit in the General Fund, the Head of the Charity was asked to develop a plan to return the General Fund to a recurrent surplus position. A Task and Finish group has developed options to address the financial stability of the Funds Held on Trust.

The group looked at:

- Right-sizing the team
- Appropriate skill mix across the team
- Balance of fund raising and stewardship focus
- The challenge of multiple restricted funds
- Appropriate level of team recharge to funds

In addition the group has commissioned external consultants, Moore Partnership to review the Charity Operations. Their report was presented to the Board of Trustees on 23rd January 2025.

Having taken these actions, the revised, projected impact on the General Fund is summarised in Table 5.

MEMORANDUM - Cumulative impact on General Fund of operational cost and movements in investment value after applying options	2024/25	2025/26	2026/27	2027/28	2028/29
Change in fund value arising from operations	(2,594,747)	(2,704,165)	(2,340,583)	(2,404,001)	(2,467,419)
Change in fund value arising from movement in Investments	1,842,200	1,985,870	2,129,540	2,273,210	2,416,880
Balance of General Reserve	(752,546)	(718,294)	(211,042)	(130,790)	(50,538)

Key points for the attention of Committee:

- The projected deficit on the General Fund in this and future financial years.
- The impact of the Investment Portfolio that results from the request to support the cashflow of the Charity.
- The on-going restructure of the Charity Team and the Financial Framework which aims to enhance future resilience and sustainability of the General Funds and the Funds Held on Trust as a whole.





Recommendation:

The Committee is requested to:

- a) The projected deficit on the General Fund in this and future financial years.
- b) The impact of the Investment Portfolio that results from the request to support the cashflow of the Charity.
- c) The on-going restructure of the Charity Team and the Financial Framework which aims to enhance future resilience and sustainability of the General Fun and the Funds Held on Trust as a whole.

Link to Strategic Objectives of Shaping our Future Wellbeing:

<https://shapingourfuturewellbeing.com/>

 <p>Putting People First</p> <p>1.</p> <p>Click the objective above to view more detail.</p>	 <p>Providing Outstanding Quality</p> <p>2.</p> <p>Click the objective above to view more detail.</p>
 <p>Delivering in the Right Places</p> <p>3.</p> <p>Click the objective above to view more detail.</p>	 <p>Acting for the Future</p> <p>4.</p> <p>Click the objective above to view more detail.</p>

Five Ways of Working (Sustainable Development Principles) considered

Prevention		Long term	x	Integration		Collaboration		Involvement	
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Quality Impact Assessment Completed?

Yes – (please provide completed QIA document)		No –Not Required			
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Impact Assessment:

Risk: No

Safety: No
Financial: Yes
<i>Financial implications outlined in the main body of the report.</i>
Workforce: No
Legal: No
Reputational: No
Socio Economic: No
Equality and Health: No
Decarbonisation: No
Welsh Language: No
Approval/Scrutiny Route <i>(please note anywhere else this paper has been before):</i>
Committee/Group/Exec Date:

Chilcott, Rachel
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Cardiff and Vale Health Charity Cash Flow Forecast - Financial Year 2024-25

	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Total	2023/2024	CHANGE
Brought forward balance	223,047	366,963	571,371	445,719	422,277	284,965	326,217	268,684	269,955	279,212	281,687	364,249	223,047	559,089	
	ACT	ACT	ACT	ACT	ACT	ACT	ACT	ACT	ACT	ACT	ACT	EST		Total	Total
Receipts															
Staff Lottery	23,634	26,211	27,687				28,370	28,836	28,442	28,572	28,203	28,442	248,396	299,568	(51,172)
Grants				12,058		82,020							94,078	431,816	(337,738)
Legacies	213,525				42,000		41,077	1,560		1,000	188,000	22,400	509,561	350,383	159,179
Investment Income			40,013			28,533			23,350			37,000	128,896	104,150	24,746
Food Sense Wales	96,348	46,825	7,415	2,112	61,394		32,966	5,050	104,000	11,000			367,110	247,036	120,074
VAT Reclaim			22,631		8,819				7,029		10,452		48,931		48,931
Other Donations	22,540	35,133	38,333	16,508	14,404	16,365		58,247	38,361	10,834	41,287	29,201	321,213	329,599	(8,386)
Bank Account Interest	1,099	1,524	1,664	2,188	1,847	1,432	1,264	1,249	1,222	1,131	15,959	1,400	31,977	19,923	12,054
Gift Aid	2,518		1,642		316					306			4,782	7,541	(2,759)
JustGiving	3,390	8,056	4,762	3,885	7,254	13,998	17,306	10,250	1,520	4,361	1,165	10,100	86,046	104,895	(18,849)
Paypal	255	393	78	739	477		2,138	169	2,114	353	135	1,050	7,901	11,206	(3,305)
Stripe	1,464		1,974	1,527	3,967	3,570	1,749	632	1,113	331	429	2,950	19,705	30,026	(10,321)
Much loved	815			71			95					1,702	2,684	1,590	1,094
Operational Receipts	365,588	118,141	146,201	39,088	140,478	145,918	124,964	105,991	207,149	57,887	285,630	134,245	1,871,281	1,937,733	(66,453)
Cash Withdrawal Rathbone Sale of Investments		400,000						125,000				125,000	650,000		
Total Cash Receipts	365,588	518,141	146,201	39,088	140,478	145,918	124,964	230,991	207,149	57,887	285,630	259,245	2,521,281	1,937,733	(66,453)
Payments															
Christmas Allocation									(10,000)				(10,000)	(10,500)	500
Food Sense Wales		(73,723)	(5,400)		(946)	(2,172)		(1,380)	(6,642)	(1,576)	(110,956)	(200,013)	(402,808)	(136,210)	(266,598)
Grow Cardiff							(79,160)						(79,160)	(326,299)	247,139
Horatios Gardens							(9,418)						(9,418)	(192,000)	182,582
Other Creditors	(206,860)	(189,804)	(80,801)	(60,802)	(201,401)	(99,690)	(52,658)	(92,160)	(73,495)	(6,795)	(80,426)	(50,000)	(1,194,893)	(863,549)	(331,344)
Staff Lottery Database							(38,634)						(38,634)	0	(38,634)
Transfers to Revenue												(14,404)	(14,404)	0	
Social Prescribing Project (Child Health)			(49,168)					(126,036)					(175,204)	0	(175,204)
Staff Lottery Approvals	(9,811)	(13,944)	(5,722)	(1,728)	(3,558)	(2,804)	(627)			(4,435)	(6,686)	(5,750)	(55,064)	(93,395)	38,331
Investment Management Fees		(8,689)			(8,140)			(8,144)				(8,144)	(33,117)	(33,216)	99
Other Salaries - various funds													0	(123,795)	123,795
Staff Lottery Prizes	(5,000)	(4,000)	(13,000)				(2,000)	(2,000)	(29,000)	(4,000)	(5,000)	(4,000)	(68,000)	(81,000)	13,000
C&V Quarterly Salary Recharges (Admin)		(23,573)											(23,573)	(70,719)	47,146
C&V Quarterly Salary Recharges (Internal Audit)													0	(9,636)	9,636
C&V Charity Wales Audit charges					(23,784)							(23,784)	(47,568)	(45,288)	(2,280)
C&V Quarterly Health Charity Salaries			(117,762)		(39,962)				(78,755)	(38,605)		(128,738)	(403,822)	(288,169)	(115,653)
Total Payments	(221,672)	(313,732)	(271,853)	(62,530)	(277,790)	(104,666)	(182,497)	(229,720)	(197,893)	(55,412)	(203,068)	(434,833)	(2,555,665)	(2,273,776)	(267,486)
In Month Movement	143,916	(195,591)	(125,653)	(23,442)	(137,312)	41,252	(57,533)	(123,728)	9,257	2,475	82,562	(300,587)	(34,384)	(336,042)	(333,938)
Balance carried forward	366,963	571,371	445,719	422,277	284,965	326,217	268,684	269,955	279,212	281,687	364,249	188,662	188,662	223,047	

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Cardiff and Vale Health Charity Cash Flow Forecast - Financial Year 2025-26

	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Total
Brought forward balance	188,662	193,385	248,238	405,781	337,207	284,593	417,135	317,157	289,323	241,865	286,305	265,847	223,047
	EST	EST	EST	EST	EST	EST	EST	EST	EST	EST	EST	EST	
Receipts													
Staff Lottery	28,400	28,400	28,400	28,400	28,400	28,400	28,400	28,400	28,400	28,400	28,400	28,400	340,800
Grants													
Capital Schemes Funded by Charity													
Legacies	106,500	85,000	150,000							35,000			376,500
Investment Income			28,000			28,000			28,000			28,000	112,000
Food Sense Wales	30,833	30,833	30,833	30,833	30,833	30,833	30,833	30,833	30,833	30,833	30,833	30,833	369,996
VAT Reclaim	9,620			9,620			9,620			9,620			38,480
Other Donations	29,986	29,986	29,986	29,986	29,986	29,986		29,986	29,986		29,986	29,986	299,860
Bank Account Interest	1,461	1,461	1,461	1,461	1,461	1,461	1,461	1,461	1,461	1,461	1,461	1,461	17,532
Gift Aid	768				768			768				768	3,072
JustGiving	7,825	7,825	7,825	7,825	7,825	7,825	7,825	7,825	7,825	7,825	7,825	7,825	93,900
Paypal	795	795	795	795	795	795	795	795	795	795	795	795	9,540
Stripe	1,999	1,999	1,999	1,999	1,999	1,999	1,999	1,999	1,999	1,999	1,999	1,999	23,988
Much loved	109	109	109	109	109	109	109	109	109	109	109	109	1,308
Operational Receipts	218,296	186,408	279,408	111,028	102,176	129,408	81,042	102,176	129,408	116,042	101,408	130,176	1,686,976
Cash Withdrawal Rathbone Sale of Investments	125,000					125,000				100,000			350,000
Total Cash Receipts	343,296	186,408	279,408	111,028	102,176	254,408	81,042	102,176	129,408	216,042	101,408	130,176	2,036,976
Payments													
Christmas Allocation									(10,000)				(10,000)
Food Sense Wales		(20,000)	(20,000)	(45,163)	(20,000)	(20,000)	(45,163)	(20,000)	(40,000)	(45,163)	(20,000)	(20,000)	(315,489)
Grow Cardiff													0
Capital Schemes Funded by Charity	(278,000)												(278,000)
Horatios Gardens							(9,418)						(9,418)
Other Creditors	(30,000)	(65,000)	(65,000)	(65,000)	(65,000)	(65,000)	(65,000)	(65,000)	(65,000)	(65,000)	(65,000)	(65,000)	(745,000)
Staff Lottery Database													0
Transfer to Revenue													0
Social Prescribing Project (Child Health)													0
Staff Lottery Approvals	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(36,000)
Investment Management Fees		(8,689)				(8,140)			(8,144)			(7,821)	(32,794)
Other Salaries - various funds													0
Staff Lottery Prizes	(4,000)	(5,000)	(4,000)	(13,000)	(5,000)	(4,000)	(5,000)	(4,000)	(29,000)	(5,000)	(4,000)	(4,000)	(86,000)
C&V Quarterly Salary Recharges (Admin)	(23,573)			(23,573)			(23,573)			(23,573)			(94,292)
C&V Quarterly Salary Recharges (Internal Audit)													0
C&V Charity Wales Audit charges					(23,784)								(23,784)
C&V Quarterly Health Charity Salaries		(29,866)	(29,866)	(29,866)	(29,866)	(29,866)	(29,866)	(29,866)	(29,866)	(29,866)	(29,866)	(29,866)	(328,525)
Total Payments	(338,573)	(131,555)	(121,866)	(179,602)	(154,790)	(121,866)	(181,020)	(130,010)	(176,866)	(171,602)	(121,866)	(129,687)	(1,959,302)
In Month Movement	(120,277)	54,853	157,542	(68,574)	(52,614)	7,542	(99,978)	(27,834)	(47,458)	(55,560)	(20,458)	489	77,674
Balance carried forward	193,385	248,238	405,781	337,207	284,593	417,135	317,157	289,323	241,865	286,305	265,847	266,336	266,336

2024/2025	CHANGE
223,047	
Total	Total
248,396	92,404
94,078	(94,078)
509,561	(133,061)
128,896	(16,896)
367,110	2,886
48,931	(10,451)
321,213	(21,353)
31,977	(14,445)
4,782	(1,710)
86,046	7,854
7,901	1,639
19,705	4,283
2,684	(1,376)
1,871,280	(184,304)
650,000	
2,521,280	(184,304)
(10,000)	0
(402,808)	87,319
(79,160)	79,160
0	(278,000)
(9,418)	0
(1,194,893)	449,893
(38,634)	38,634
(14,404)	
(175,204)	175,204
(55,064)	19,064
(33,117)	323
0	0
(68,000)	(18,000)
(23,573)	(70,719)
0	0
(47,568)	23,784
(403,822)	75,297
(2,555,665)	581,959
(34,385)	397,655
188,662	

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Cardiff and Vale Charity General Reserve Profile

	2024/25	2025/26	2026/27	2027/28	2028/29
Balance Brought Forward	(605,128)	(712,546)	(841,294)	(970,042)	(1,090,790)
Income (Legacies, Donations - Not Restricted)	0	0	0	0	0
Transfers (From Dormant Funds)	15,000	15,000	15,000	15,000	15,000
Total Income	15,000	15,000	15,000	15,000	15,000
Cost of Fundraising Team	(255,000)	(270,000)	(270,000)	(270,000)	(270,000)
Expenditure - General Reserve Commitments	(17,418)	(17,418)	(17,418)	(9,418)	(9,418)
Total Expenditure - Operational	(272,418)	(287,418)	(287,418)	(279,418)	(279,418)
Operational Sub Total	(257,418)	(272,418)	(272,418)	(264,418)	(264,418)
Unrealised change in Investment Values - Increase / (Decrease)	150,000	143,670	143,670	143,670	143,670
Balance of General Reserve	(712,546)	(841,294)	(970,042)	(1,090,790)	(1,211,538)
MEMORANDUM - Cumulative impact on General Fund of operational cost and movements in investment value					
Change in fund value arising from operations	(2,554,747)	(2,827,165)	(3,099,583)	(3,364,001)	(3,628,419)
Change in fund value arising from movement in Investments	1,842,200	1,985,870	2,129,540	2,273,210	2,416,880
Balance of General Reserve	(712,546)	(841,294)	(970,042)	(1,090,790)	(1,211,538)
RECOVERY ACTIONS TAKEN					
1. Restructure of Charity team		108,000	108,000	108,000	108,000
2. Allocation of all dividend income to General Fund (based on 4 year average)		112,000	130,000	150,000	150,000
3. Recharge of all other relevant annual costs to General Fund (Audit, Finance & Investment Managers)		(167,000)	(167,000)	(167,000)	(167,000)
4. 10% on all income received by FHoT (estimated where allowable)		110,000	110,000	110,000	110,000
5. Non Recurrent payback from Sale of Rookwood proceeds to recognise funds spent on Horatio's Garden			455,000		
Commissioning of professional external review of strategy	(40,000)				
Sub Total of Options	(40,000)	163,000	636,000	201,000	201,000
Revised Surplus / Deficit in year	(147,418)	34,252	507,252	80,252	80,252
Revised Cumulative Forecast Value if all options are realised in line with the values forecast	(752,546)	(718,294)	(211,042)	(130,790)	(50,538)
CUMULATIVE CHANGE RESULTING FROM ACTIONS TAKEN	(40,000)	123,000	759,000	960,000	1,161,000

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Report Title:	Food Sense Wales fund		Agenda Item no.	2.2	
Meeting:	Charitable Funds Committee	Public	Y	Meeting Date:	18 th March 2025
		Private			
Status:	Assurance	Y	Approval	Information	
Lead Executive:	Claire Beynon, Executive Director of Public Health				
Report Author:	Programme Manager, Food Sense Wales				

Background and current situation:

Food Sense Wales:

Food Sense Wales is a fund within the Cardiff & Vale Health Charity and is hosted by the Cardiff and Vale Public Health team. We are supported by a range funding partners, including the Esmée Fairbairn Foundation. Food Sense Wales works with communities, organisations, policymakers and Government across Wales to create a food and farming system that is good for people and good for the planet. We aim to influence and impact on how food is produced and consumed in Wales, ensuring that sustainable food, farming and fisheries are at the heart of a just, connected and prosperous food system. Through good food advocacy and the development of a good food movement Food Sense Wales is catalysing the co-creation of a food system for Wales that is good for people and the planet.

FSW has developed its strategy around three key pillars:

Building a positive food culture in Wales that invests in people, embraces our heritage, celebrates and values “the local” and puts food education front and centre

Catalysing a revolution in local and sustainable procurement led by public procurement and followed by other markets. Healthy and sustainable food in public sector catering will catalyse demand for the same on every plate in Wales

A Food Policy and legislative framework that enables, sets targets for and monitors the transition to agroecological¹ production and consumption in Wales to benefit the environment and society

We operate by building the foundations for change through:

Developing a network of cross sector food partnerships across Wales that meet local needs in order to achieve national change

¹ *Agroecology is concerned with the maintenance of a productive agriculture that sustains yields and optimizes the use of local resources while minimizing the negative environmental and socio-economic impacts*

Advocating for and developing good food policy building consensus with food related organisations operating in Wales and beyond through Food Policy Alliance Cymru
Telling the stories of the experiences, achievements and challenges within the food system through effective communications

This report highlights 2 key areas of our work where significant progress has been made in the last 12 months.

Highlight 1 - Food Partnerships During 2024/5

We have secured resources for and continued to support the development of cross sector Food Partnerships across Wales in partnership with Welsh Government and as Programme Partners of Sustainable Food Places. We are triangulating this work with the Office of the Future Generations Commissioner to provide advice to public bodies on food including highlighting the role Food Partnerships have in contributing to community food resilience.

Our main achievements include:

- Ensuring every Local Authority across Wales received funding to develop a food partnership during 2024/5
- Building the case for Cross Government support of Food Partnerships during 2025/6

“Welsh Government was pleased to have secured a cross-government funding commitment for the next financial year to further the network of local food partnerships in every single local authority in Wales. This will allow those local authorities to deliver the actions described by many members to support areas in such things as community growing, community food hubs, supporting local supply chains, and helping them develop and flourish as well.” Deputy First Minister, Senedd Plenary debate on Food 11.02.2024

- Supporting 10 members of the Sustainable Food Places network in Wales including Food Cardiff and Food Vale.
- Food Cardiff securing Wales' first [Gold Sustainable Food Place](#) status - See the [Gold Award highlights document](#).

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- Supporting a visit by the Cabinet Secretary for Social Justice to visit Carmarthenshire's food partnership [Bwyd Sir Gâr](#)
- Holding our annual [Food in Communities conference](#) bringing together a range of stakeholders – including food partnership co-ordinators, steering group members, local authorities food producers and wholesalers, the Office of the Future Generations Commissioner as well as colleagues from Health Boards and Welsh Government.
- Gaining recognition for our work and the role of Food Partnerships in developing more resilient food systems in:
- [Wales-Net-Zero-2035-How-could-Wales-feed-itself-by-2035.pdf](#) ([netzero2035.wales](#))
- [Just in Case: 7 steps to narrow the UK civil food resilience gap – National Preparedness Commission](#)
- [Area of Focus: Food – The Future Generations Commissioner for Wales](#)

Highlight 2 – Welsh Veg in Schools

Welsh Veg in Schools is a pilot project that aims to get more organically produced Welsh vegetables into primary school meals across Wales by working with partners including [Castell Howell](#), [Farming Connect Horticulture](#) as well as a number of growers.

Welsh Veg in Schools is about redesigning supply chains to make them fairer and more resilient. It also builds on the commitment from Welsh Government to ensure that every primary aged child in Wales is offered a free school meal and that the food used to produce that meal, where possible, comes from local suppliers. With only around a quarter of a portion of veg per head of population being currently produced in Wales, **Welsh Veg in Schools** has the potential to increase the volume of vegetables grown in Wales in order to help realise this commitment.

Food Sense Wales first started exploring the procurement of locally produced veg with the **'Courgette Pilot'** – a pilot project that involved one grower and one wholesaler and delivered nearly 1 tonne of courgettes into primary schools in Cardiff during [Food and Fun](#) in the summer of 2022.

In 2023, with the support of the Welsh Government's Backing Local Firms Fund, this procurement project developed into the first phase of **Welsh Veg in Schools** working with three growers across three local authority areas and supported by co-ordinators from the local food partnerships in Cardiff, Carmarthenshire and Monmouthshire.

In the Spring of 2024, Food Sense Wales was awarded additional funding from **Bridging The Gap** to further scale up the work and leverage an even wider network of expertise and support. This current phase of action research is working with more growers and local authorities; exploring how to bridge the gap between the costs of conventional product and sustainably produced Welsh veg; and testing a number of approaches to establish what a 'sustainable investment scheme' could look like. The aim is to develop a model that is expandable across the Welsh public sector and meets the needs of the Social Values and Public Procurement Act.

By the end of 2024, **Welsh Veg in Schools** was operating across 7 local authority areas in Wales and with 8 growers. During 2025, the number of local authorities involved will increase to 12 and the number of growers involved will increase to 16. A full impact report is currently being drafted and will be published in Spring 2025. It will include the benefits, challenges, opportunities and impact of the **Welsh Veg in Schools** project as it plans for the next phase of work and seeks to secure ongoing funding. You can visit the Welsh Veg in Schools webpage [here](#).

Moving Forward in 2025/26

Food Sense Wales priorities include:

- Strengthening Food Partnerships across Wales in conjunction with Welsh Government as part of Welsh Government's Community Food Strategy and Tackling Child Poverty strategies. This includes increasing the number of Sustainable Food Places members in Wales to 13 and working with the Future Generations Commissioner to develop advice to public bodies on food.
- Securing Funding from Welsh Government's Integrated Natural Resources Fund and developing a Business Plan to produce up to 25% of Schools' organic vegetable requirements from Wales by 2029.
- Developing our Food Culture workstream through existing and new funding bids to work on food education and heritage projects
- Refreshing the Food Cardiff Strategy.

Financial Position

We are due to close 2024/25 with reserves of £68.4K which is held as contingency in the event we need to make staff redundancies.

We have secured 100% of total staff and non-staff costs for 2025/26 with a small surplus which includes restoring our team to five members of staff during 2025/26.

25/26	Budget	Secured	% Funded	Secured Awaiting Sign Off	% Funded	Total	% Funded Overall
Total - Core Costs Staff	287,947	143,307	50%	155,715	54%	299,022	104%
Total - Core Costs Non Staff	40,010	40,010	100%	0	0%	40,010	100%
Total Core	327,957	183,317	56%	155,715	47%	339,032	103%

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

I am pleased to see the ongoing success and influence of Food Sense Wales' initiatives and in particular to see how the work of Food Cardiff and Food Vale, both key partners in the development of the Public Health Teams Good Food and Movement plan, has sparked wider support from Welsh Government for the development of Cross Sector Food Partnerships in Wales and the support of the Future Generations Commissioner.

I would particularly like to highlight the achievements of Food Cardiff in gaining their Gold award from Sustainable Food Places, recognising ten years of work, together with the achievements of the Welsh Veg in schools initiative leading to a new supply of organic local veg into our schools in Cardiff and the Vale of Glamorgan. I am looking forward to seeing how this work unfolds in the year ahead.





Recommendation:

The Committee is requested to:

- a) Note Food Sense Wales' achievements during 24/5
- b) Note that the Food Sense Wales fund is 100% funded for 25/6

Link to Strategic Objectives of Shaping our Future Wellbeing:

<https://shapingourfuturewellbeing.com/>

 <p>Putting People First</p> <p>1.</p> <p>Click the objective above to view more detail.</p>	 <p>Providing Outstanding Quality</p> <p>2.</p> <p>Click the objective above to view more detail.</p>
 <p>Delivering in the Right Places</p> <p>3.</p> <p>Click the objective above to view more detail.</p>	 <p>Acting for the Future</p> <p>4.</p> <p>Click the objective above to view more detail.</p>

Five Ways of Working (Sustainable Development Principles) considered

Prevention	Y	Long term	Y	Integration	Y	Collaboration	Y	Involvement	Y
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Quality Impact Assessment Completed?

Yes – <i>(please provide completed QIA document)</i>		No – <i>(Please provide reasoning, e.g. not required)</i>		N/A
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Impact Assessment:

Risk: **No**

Safety: **No**

Financial: **No**

Workforce: **Yes**

Strengthening the team and ensuring resilience and succession planning has all been considered within the financial envelope of funding secured.

Legal: **No**

Reputational: **No**

Socio Economic: **Yes**

Yes Food Sense Wales is working is to increase equitable access to healthy and sustainable food for all across all of its workstreams.

Equality and Health: **No**

Decarbonisation: **No**

This work fully supports the reduction of carbon emissions.

Welsh Language: **No**

Approval/Scrutiny Route *(please note anywhere else this paper has been before):*

Committee/Group/Exec

Date:

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Chilcott, Rachel
13/03/2025 09:02:54

Report Title:	Reporting Feedback on successful CFC Bids Wales Transplant Games			Agenda Item no.	2.3
Meeting:	Charitable Funds Committee	Public	X	Meeting Date:	18th March 2025
		Private			
Status:	Assurance	√	Approval	Information	
Lead Executive:	Executive Director of Finance				
Report Author:	Director of Communication, Health Charity and Engagement				
Main Report					
Background and current situation:					

In the Charitable Funds Meeting held on 7th December 2021, the committee approved the following funding application from the General Reserves Fund:

Wales Transplant Games – 5-year funding – flexible funding between £25k and £40k.

The Welsh Transplant Team (WTT) requested support from charitable funds in relation to a long term plan to enable local transplant patients to participate in the British Transplant Games over a five year period.

It was noted that the WTT were requesting support from the Health Charity specifically to cover the costs of the entrance fees for both the adult and Paediatric team over the next 5 years.

The Committee supported the application for funding to a maximum value of £40,000 over the 5-year period (est £8k per year).

Within the 2023-24 accounts, the outstanding commitment was £24k; however unused balances do not roll forward into the following year.

The project is ongoing, and Roger Hickman (Acting Chair, Team Transplant Wales) has submitted the attached interim project evaluation report.

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

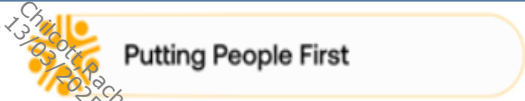
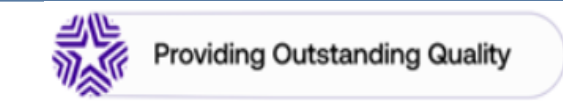
I am pleased to submit the Wales Transplant Team Interim Evaluation Report for review and assurance that the approved funds have been utilised for the agreed project purposes.



Recommendation:

The Charitable Funds Committee is requested to:

- a. Review the Wales Transplant Games Evaluation Report for assurance on the approved expenditure of charitable funds.

Link to Strategic Objectives of Shaping our Future Wellbeing:

 <p>1. Putting People First</p> <p><small>Click the objective above to view more detail.</small></p>	√	 <p>2. Providing Outstanding Quality</p> <p><small>Click the objective above to view more detail.</small></p>
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 <p>Delivering in the Right Places</p> <p>3.</p> <p>Click the objective above to view more detail.</p>	√	 <p>Acting for the Future</p> <p>4.</p> <p>Click the objective above to view more detail.</p>	√
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Five Ways of Working (Sustainable Development Principles) considered

Prevention	Long term	Integration	Collaboration	√	Involvement	√
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Quality Impact Assessment Completed?

Yes – <i>(please provide completed QIA document)</i>	No – <i>(not required)</i>	x	n/a
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Impact Assessment:

Risk: No
Safety: No
Financial: No
Workforce: No
Legal: No
Reputational: No
Socio Economic: No
Equality and Health: No
Decarbonisation: No
Welsh Language: Yes/No

Approval/Scrutiny Route *(please note anywhere else this paper has been before)*:

Committee/Group/Exec	Date:
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Chilcott, Rachel
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CHARITABLE FUNDS SUCCESSFUL BIDS PROJECT EVALUATION REPORT

Project Title: Team Transplant Wales

Project Lead: Roger Hickman (Acting Chair)

Is project completed or ongoing? Ongoing

**Evaluator name and contact details: (tel/email) roger.hickman@btinternet.com 07801 675 663
(if different from above)**

Date project commenced: 2022 British Transplant Games

Date project completed: 5-year project to 2026 British Transplant Games

Please describe how the project was implemented and progress to date

Since the transplant games in Leeds 2022, the project has been implemented to increase the number of entrants to the British Transplant Games year on year. After the success of the 2019 games and the pandemic the goal has been to encourage participation in the games and the benefits of keeping active for our community.

With the support of this funding, we have been able to ensure the games are accessible for, thus ensuring that local patients who want to take part have had the opportunity to do so. This funding has allowed us to help patients see the benefits of leading a healthy lifestyle as a post-transplant and donor.

As a result, this project has been successful in supporting Welsh Transplantees, Kidney Patients and Living Donors attend the British Transplant Games which were held in Nottingham in 2024.

At the Nottingham Games, the Welsh Team had 32 adult participants of whom 2 were living donors and 6 paediatric participants.

We are presently targeting at least 40 adult and 6 paediatric participants in the 2025 Games in Oxford.

7 Welsh participants have also been selected for the GB Team for the 2025 World Transplant Games to be held in Dresden. But to note this is for information only in that it is totally outside the scope of the CAV funding.

In 2024 we were able to set-up Tim Transblanid Cymru an associated group with charitable aims, which is run by transplant patients for transplant patients with the specific focus on raising awareness of the transplant games and encouraging more participants to get involved. This association is key to the longevity and sustainability of supporting all to take part in British Transplant Games now and in the future.

Please advise how the project has (where relevant):

a) Made a difference to patients

Engaging in physical activity – competitive and non-competitive – has long been seen by the surgeons and physicians working in the transplant field to play a vital role in rehabilitating transplanters in the journey back to health and in maintaining a healthy and active life style.

Building confidence and self-esteem of those who take part.

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Encouraging social interactions with their peers.

b) Made a difference to staff

There are two primary benefits: a healthier patient cohort which is less likely to present clinical problems and motivational one which comes from working directly with patients in improving their life style quality beyond a purely clinical setting.

We are helping to support our clinicians to:

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

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

c) Improved services

The cost of BTG participation, along with the cost-of-living crisis we find ourselves in, is such that a prohibitive financial barrier would be imposed on many participants without charitable help.

To date the main area of progress has been on supporting competitive sporting activity but the 2025 aims include a further push into increasing non-competitive physical activity into the Welsh transplant community. The benefits should be twofold: a quality-of-life benefit for the patients themselves and a general health benefit which should be seen in clinic presentations.

d) Feedback received

Positive from every direction with those helped being truly grateful for the help received.

Describe how your project has met the requirements outlined in the Charitable Funds Bids application form.

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

1. Patients feedback about their experiences of being involved in the team

Please see separate report from the British Transplant Games 2024.

2. Number of participants involved each year

Number of participants taking part in BTG have risen year on year

2022 Leeds 14 took participants

2023 Coventry 25 adult participants plus 2 living donor 3 paediatrics

2024 Nottingham 30 adult participants plus 2 were living donors and 6 paediatric participants.

How have you acknowledged Cardiff & Vale Health Charity as the grant funder for your project?

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C&V Health Charity are included in all PR, awareness on social media and the logo appears on the team and supporter's kit.

Are there any ongoing revenue costs and if so, please explain how you have made provision for this?

This is a recurrent project with recurrent annual funding needs where help comes from the Welsh Government, kidney charities (Popham Kidney Support & Kidney Wales) with other charitable funding streams being developed

Evaluation completion date: 26/2/2025

Chilcott, Rachel
13/03/2025 09:02:54

Report Title:	Over £25k Endowment Expenditure Approvals			Agenda Item no.	3.1.1.
	Cardiology Research Fund				
Meeting:	Charitable Funds Committee	Public	X	Meeting Date:	18th March 2025
		Private			
Status:	Assurance	Approval	√	Information	
Lead Executive:	Executive Director of Finance				
Report Author:	Director of Communication, Health Charity and Engagement				

Main Report

Background and current situation:

The attached application (Appendix 1) submitted by Zaheer Yusef, Consultant Cardiologist requests the approval of expenditure from the Cardiology Research Endowment Fund, as follows:

Purpose:

Funding of a 2-day/week post (fixed term for 12 months) is to support an existing full-time clinical research fellow to deliver a clinical trial, namely the RSA-PACE clinical study.

Proposed benefits include:

- 1) Delivery of a high impact clinical trial with potential to improve the care of patients
- 2) Enhanced academic reputation for Cardiff and South Wales
- 3) Academic training for the research fellow with a view to obtaining a higher medical research degree and multiple peer-reviewed publications
- 4) Retention of highly trained staff and development of cardio-metabolic and heart failure services

Cost: £34668.40 + 5% inflation uplift (total: **£36,422.82**)

Fund: Cardiology Research - 9161

Current Fund Balance: **£50,479.98** (@ end of month 11)

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

The Cardiology Research Fund holders are spending their endowment monies on a worthwhile pilot, in line with the aims of the endowment fund.





The Health Board is currently experiencing cost pressures and a scrutiny process. The post would be considered as part of the scrutiny process and would need to fulfil the criteria to demonstrate the job is either fully funded or will not be added to the UHB workforce establishment costs permanently.

Recommendation:

The Charitable Funds Committee is requested to:

- a. Approve the funding for the research post, on a FIXED TERM basis in line with the available funds with the caveat of the position adhering to the same workforce scrutiny as all other posts. It is preferred that the post is recruited and funded from 1 April 2025.

Link to Strategic Objectives of Shaping our Future Wellbeing:

 <p>Putting People First</p> <p>1.</p> <p>Click the objective above to view more detail.</p>	<p>√</p>	 <p>Providing Outstanding Quality</p> <p>2.</p> <p>Click the objective above to view more detail.</p>	<p>√</p>
 <p>Delivering in the Right Places</p> <p>3.</p> <p>Click the objective above to view more detail.</p>	<p>√</p>	 <p>Acting for the Future</p> <p>4.</p> <p>Click the objective above to view more detail.</p>	<p>√</p>

Five Ways of Working (Sustainable Development Principles) considered

Prevention	√	Long term	√	Integration	Collaboration	Involvement	√
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Quality Impact Assessment Completed?

No – <i>not required</i>	n/a
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Impact Assessment:

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

Approval/Scrutiny Route (*please note anywhere else this paper has been before*):

Committee/Group/Exec	Date:
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Chilcott, Rachel
13/03/2025 09:02:54



APPLICATION FOR FUNDS >25K

Once completed please send this form to :

Charitable Funds Department, Finance Dept, Woodland House, Cardiff

Applicant's Name: (capital letters) ZAHEER YOUSEF

Designation: Consultant cardiologist

Hospital/Base: University hospital of Wales

Department: Cardiology

Telephone No: 029-2074-2972

Email : zaheer.yousef@wales.nhs.uk

Details of proposal for application:

(Use the reverse side of form for additional information)

This 2-day/week for 12 months starting Feb 2025 post is to support an existing full-time clinical research fellow deliver the RSA-PACE clinical study (see attached trial proforma).

RSA-PACE is a first in man investigator-led trial examining the role of establishing sinus arrhythmia through pacing in patients with heart failure. The study is currently ongoing within the cardiothoracic directorate; sponsored by Ceryx Medical and under the research management of CEDAR.

The postholder will be responsible for recruiting and processing patients participating in the RSA-PACE study. The study aims to recruit 50 patients from the cardiac centres in Cardiff and Swansea and will test the primary hypothesis that restoring sinus arrhythmia through temporary epicardial pacing in post cardiac bypass surgery patients is safe. Secondary efficacy measures will involve collection of biomarkers and ultrasound-based measures of cardiac output. There will be a commitment to travel between both study sites depending on where patients are based. The post holder will be responsible for patient recruitment, liaising with cardiac surgical teams, and ensuring that pacing procedures are in place as specified in the study protocol. The post holder will also be responsible for data collection, electronic archiving and reporting of adverse events. Close liaison with the trials unit at CEDAR will be expected. There will be no commitment to regular out-of-hours working.

We have been approached by a metabolic medicine trainee with suitable cardiology experience who wishes to join the study team. This application is to use existing funds held in an endowment account to fund the second research fellow for a period of 12 months starting Feb 2025 for 2-days/week (total cost as confirmed by finance: £34668.40 + 5% inflation uplift).

See attachment for trial protocol

Please detail link with approved themes:

Application for Funds From Charitable Funds Committee

The study is being managed by CEDAR: [RSA-PACE - CEDAR - Centre for Healthcare Evaluation](#)

Links to supporting documents available from website (URL above)

Does this application benefit:

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

Benefits to public/staff/patients:

- 1) Delivery of a high impact clinical trial with potential to improve the care of patients
- 2) Enhanced academic reputation for Cardiff and South Wales
- 3) Academic training for the research fellow with a view to obtaining a higher medical research degree and multiple peer-reviewed publications
- 4) Retention of highly trained staff and development of cardio-metabolic and heart failure services

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

None anticipated

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

Ceryx Medical (study sponsor): is already funding a full-time clinical research fellow to support this study and is unable to provide additional funds.

Funds Required - Name and number of Fund to be used

Fund Number Cost Code: 9161
Fund Name: Cardiology Research
Fund Purpose: cardiology research – current balance: £50,479.98

Total: £34668.40 + 5% inflation uplift (total: £36,422.82)

Signed by Fund holder:



Designation: Consultant cardiologist

Name (capital letters): ZAHEER YOUSEF

Date: 16/01/2025

Signed by Divisional HoS:



Designation: Director of Operations

Name (Capital letters): JESSICA CASTLE

Date: 13/2/25

Report Title:	Over £25k Endowment Expenditure Approvals – Mental Health Services for Older People – Payne Legacy Fund 9737			Agenda Item no.	3.1.2
Meeting:	Charitable Funds Committee	Public	X	Meeting Date:	18th March 2025
		Private			
Status:	Assurance	Approval	√	Information	
Lead Executive:	Executive Director of Finance				
Report Author:	Director of Communication, Health Charity and Engagement				

Main Report

Background and current situation:

Mental Health Services for Older People (MHSOP) has received a generous single donor legacy of **£401,524.75** in 2024.

In considering the most beneficial way of utilising these funds, the Directorate has advised as follows:

“We aim to use the funds to improve the patient and carer experience, and to continue with therapeutic activities, which are not provided as core activity. Therapies such as art and music on dementia and functional wards are proven to enhance recovery and wellbeing, and to support staff to develop skills, improve communication and offer a more psycho-social approach to care. This in turn can reduce lengths of stay, helping patients to move home or to appropriate placements sooner, and to avoid needing further admissions. As well as arts and music therapy, we are keen to look at continuing with dance and singing sessions for the wards. As well as this, we aim to turn East 10 gardens into a therapeutic garden, offering visual, auditory and olfactory stimulation using plants, sculptures and furniture, with programmes of refurbishment including patients from MHSOP and Hafan y Coed.”

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 Directorate has applied to utilise the Payne Legacy Funds to support the recruitment of a one-year fixed term 1.0wte Band 7 Arts Therapist post at a cost of **£67,719**.

Payne Legacy Fund 9737 balance: £397,691 (@ month 10).

The CFC is asked to consider the application for funding.

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

This is a significant legacy given to Mental Health Services for Older People and the Clinical Board have established a panel of people to ensure the money is spent on patient need and aligned to clinical and therapeutic need. The panel, involving a multi-disciplinary team of mental health experts and support from the Health Charity Team are ensuring this is based around co-production with patients with lived experience.

The position would be subject to current UHB vacancy scrutiny and need to ensure the FIXED term aspect was adhered to.

Recommendation:

The Charitable Funds Committee is requested to:

Consider for approval the application from Mental Health Services for Older People to utilise funding from the Payne Legacy Fund 9737 to recruit a Band 7 Clinical Art Therapist. The appointment would be on a one year fixed term basis and MHSOP will be required to provide an evaluation report to advise how Older People Services had directly benefited from the post.

Link to Strategic Objectives of Shaping our Future Wellbeing:

 <p>Putting People First</p> <p>1.</p> <p>Click the objective above to view more detail.</p>	√	 <p>Providing Outstanding Quality</p> <p>2.</p> <p>Click the objective above to view more detail.</p>	
 <p>Delivering in the Right Places</p> <p>3.</p> <p>Click the objective above to view more detail.</p>	√	 <p>Acting for the Future</p> <p>4.</p> <p>Click the objective above to view more detail.</p>	√

Five Ways of Working (Sustainable Development Principles) considered

Prevention	Long term	Integration	Collaboration	√	Involvement	√
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Quality Impact Assessment Completed?

Yes	Not required	n/a
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Impact Assessment:

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

Approval/Scrutiny Route (please note anywhere else this paper has been before):

Committee/Group/Exec	Date:
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APPLICATION FOR FUNDS >25K

Once completed please send this form to :

Charitable Funds Department, Finance Dept, Woodland House, Cardiff

Applicant's Name: (capital letters) Lisa Lane

Designation: Transformation and Development Lead

Hospital/Base: UHL

Department: MHSOP

Telephone No: 25682

Email : Lisa.lane@wales.nhs.uk

Details of proposal for application:

(Use the reverse side of form for additional information)

I WTE Band 7 Arts Therapist post for 12 months. An initial pilot has been undertaken with HEIW monies that ends in March 2025. Due to delays in appointing to these posts the pilot has been just 10 months in duration. A great deal had been developed, delivered and learnt during this time, but in order take this forward and enable a deeper understanding and appreciation of what arts therapy can deliver to our patients, carer's and staff we are requesting extra funding to continue this project. The aim is to develop a business case or future plan of investment to support the longer-term provision and development. This would also mean the ongoing delivery of therapy that would otherwise be lost to our patients.

Please detail link with approved themes:

This is in line with term of the terms of the legacy donation for MHSOP, and will improve the experience of patients

Does this application benefit:

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

Benefits to public/staff/patients:

Increased opportunity and modes of expression to enhance wellbeing. Delivers an alternative way to engage with patients in a non-verbal psychological approach where other psychological input may be limited due to communication needs. Staff are also able to see the benefits to patients and the positive impact this has on their wellbeing. Having arts therapist within services also enables staff to see psycho social approaches modelled and help consider alternative creative ways of being with patients.
A quote from a Consultant Clinical Psychologist "Through having art therapy, we have seen that it can be useful for our patient group who are not otherwise able to access psychological therapies,

and we have improved our understanding of the patient voice, adding value to assessment, formulation and treatment decisions”

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

The funding would be time limited and not exceed. Equipment has been purchased already so no expected future costs other than the post

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

Have requested extension of HEIW funding but this is not available.
Applied directly to Payne Legacy MHSOP but due to cost expenditure asked to apply through this
Have considered opportunities for funding within current staffing and skill mix review but due to the short pilot this isn't currently supported.

Funds Required - Name and number of Fund to be used

Fund Number Cost Code: 9737
Fund Name: Payne Legacy Fund
Fund Purpose: MHSOP

Total: £67,719 based on top of Band 7 scale

Signed by Fund holder: *Joanne Wilson* Designation: DIRECTORATE MANAGERu

Name (capital letters): JOANNE WILSON Date: 25/2/25

Signed by Divisional HoS: *[Signature]* Designation: Director of operations

Name (capital letters): Date: 28/2/25

DAN CROSSLAND

Chilcott, Rachel
13/03/2025 09:02:54

Report Title:	Responsible Gaming Policy			Agenda Item no.	3.2
Meeting:	Charitable Funds Committee	Public	X	Meeting Date:	18th March 2025
		Private			
Status:	Assurance	Approval	√	Information	
Lead Executive:	Executive Director of Finance				
Report Author:	Director of Communication, Health Charity and Engagement				

Main Report

Background and current situation:

Since its launch in 2005, the staff lottery has been registered with the local authority as a Small Society Lottery. The lottery's projected income exceeded the limit of £250,000 per annum, resulting in the requirement to obtain an operating licence via the Gambling Commission.

As reported to the Charitable Funds Committee in the meeting held on 10 December 2024, the operating licence application was submitted to the Gambling Commission in October 2024.

During the application process, it was stipulated one of the requirements of the Gambling Commission is a Gaming Policy. A draft policy was produced and shared with Governance, Risk Management and Public Health colleagues for feedback and subsequently submitted to the Gambling Commission, in line with their timeline for consideration of the license application.

The Health Charity is pleased to report that the Gambling Commission approved the operating licence on 10th February 2025.

The Committee is asked to review the agreed policy for ratification, which will then be published as an approved policy.

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

The Responsible Gaming Policy has been circulated in draft with Governance, Risk Management and Public Health colleagues, and approved by the CFC Task & Finish Group for submission to the Gambling Commission, in line with the strict timeline for consideration of the operating license.



Following approval of the lottery license, the CFC is asked to review and formally endorse the gaming policy for publication by Governance.

Recommendation:

The Charitable Funds Committee is requested to:

- Review the Responsible Gaming Policy for ratification.

Link to Strategic Objectives of Shaping our Future Wellbeing:

 <p>Putting People First</p> <p>1.</p> <p>Click the objective above to view more detail.</p>	√	 <p>Providing Outstanding Quality</p> <p>2.</p> <p>Click the objective above to view more detail.</p>	
 <p>Delivering in the Right Places</p> <p>3.</p> <p>Click the objective above to view more detail.</p>		 <p>Acting for the Future</p> <p>4.</p> <p>Click the objective above to view more detail.</p>	√

Five Ways of Working (Sustainable Development Principles) considered

Prevention	Long term	√	Integration	Collaboration	√	Involvement	√
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Quality Impact Assessment Completed?

Yes – (please provide completed QIA document)		No – (Please provide reasoning, e.g. not required)		n/a
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Impact Assessment:

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

Approval/Scrutiny Route (please note anywhere else this paper has been before):

Committee/Group/Exec	Date:
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Printed by Rachel 25/09/2025 09:02:54

Cardiff & Vale Health Charity Responsible Gaming Policy

1. Rationale for Policy Development

The Gambling Act 2005 (the Act), governs the way Hospital Charity Lotteries are operated. The Gambling Act is regulated by the Gambling Commission set up to monitor gambling activity in the UK.

The key requirement of the Act is that all holders of Gambling Commission licences must have a responsible gambling policy to ensure:

1. Gambling is conducted in a fair and open way.
2. They are protecting children under the age of 16 and other vulnerable persons from being harmed or exploited by irresponsible gambling.
3. They are preventing gambling (e.g. The Health Charity Staff Lottery) from being a source of crime or disorder, being associated with crime or disorder or being used to support crime.

The Act also places a responsibility on the licence holder i.e. The Health Charity, to promote socially responsible gambling.

Fundraising activity involving gambling at The Health Charity is currently £1 per entry up to a maximum of 6 per draw. Although these activities are generally considered to be low risk for problem gambling, as a holder of a licence which promotes and operates Lottery, the Health Charity will at all times adhere to the legal requirements of the Act.

This policy is in place to ensure that people take part in The Health Charity Lottery responsibly, and in accordance with the requirement of the Act.

The Health Charity is required to hold a remote operating licence issued by the Gambling Commission, in order to enable it to operate and promote the Staff Lottery.

2. Policy

Definitions

The Staff Lottery – Any lottery or raffle operated by or on behalf of Cardiff & Vale Health Charity.

Remote Lottery – A lottery in which persons are invited to participate by online application.

The Health Charity will operate its Lottery in accordance with the Gambling Commission's general Licence Conditions and associated Codes of Practice (Licence Conditions and Codes of Practice - LCCPs) under the Gambling Act 2005, which set out the general conditions

Childcare Rachel
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attached to both operating and personal licences, together with outlining the principal codes of practice.

This policy will be updated to reflect any future changes to the LCCPs, or indeed any changes introduced by the Commission in the form of supplements to the LCCPs.

Fair and Open Draws

The Health Charity will ensure that all:

1. Terms and conditions for the running of Lottery are fair and open and are available to a participant who may request them
2. Terms and Conditions are published on the Health Charity's website [Cardiff & Vale Health Charity](#). Customers will be notified of any changes to the terms before they come into effect
3. Lottery draws will be witnessed by at least one independent representative other than that person selecting the winning tickets. These will be recorded for governance and audit purposes.
4. Winners are published on the Health Charity's website, with their permission. Winners have the right to remain anonymous if requested.
5. Lottery winners will be notified as soon as possible after each Lottery Draw.

Children and Vulnerable Persons

The Health Charity will not permit vulnerable people or any person under the age of 18 to participate in the Lottery.

The Lottery rules and any Lottery marketing and promotional literature, including any raffle tickets, will adequately and effectively advertise the minimum legal age.

The Health Charity has implemented the following procedures to ensure that its Lottery does not attract individuals under the age of 18:

1. Only employees of Cardiff and Vale University Health Board are eligible to apply for entry to the Lottery with a minimum age of 18 years.
2. The Health Charity staff, volunteers and representatives who are promoting the Lottery will request any new applicants to provide proof of employment, i.e employee no.
3. Monthly subscriptions to pay for Lottery draw entries are deducted from salaries at source, i.e. via Cardiff and Vale University Health Board's Payroll System.
4. We will immediately suppress any data which is found to inadvertently include any persons under the age of 18.
5. If a person enters the Health Charity Staff Lottery stating that they are over the age of 18 years and subsequently it is found that they are less than 18 years of age, they will have any money paid in relation to the Lottery returned to them and where relevant will automatically forfeit the right to any prize.
6. We will review on an annual basis the methodology adopted in order to establish whether or not a potential or actual customer is over 18 years old, and will implement all reasonable improvements that may become available as technology advances and as information improves.

The Health Charity is committed to ensuring that Lottery entry is not knowingly sold to other vulnerable people and will politely refuse to accept any further participation from people who have been discovered to be vulnerable or are suspected of being vulnerable, typically by

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recommending that the customer speaks with a carer or family member, before proceeding further with the gambling transaction.

Crime and Disorder

The Health Charity is committed to preventing gambling from:

1. Being a source of crime or disorder
2. Being associated with crime or disorder or being used to support crime.

The Health Charity will refuse to be associated with any proposed lottery/raffle scheme or other gambling activity that may breach the law.

The Health Charity will refuse to contract with any contractors or agents who are suspected of being associated with any potential or actual criminal activities.

The Health Charity will themselves, and will require all suppliers to provide information about responsible gambling and access to information and help in respect of problem gambling to all relevant partners associated with The Health Charity's Lottery.

The Health Charity will maintain records of all lottery entries purchased.

The Health Charity will provide the Gambling Commission with any information which may relate to the commission of an offence under the Act.

Apparently suspicious or fraudulent transactions must not be accepted.

Under the Proceeds of Crime Act 2002, all qualified persons, employees and self-employed agents:

1. Have a legal obligation to report any known or suspected use of monies obtained illegally (the proceeds of crime) being used to gamble. Failure to report any such incidents will be seen as helping money launderers and could lead to prosecution
2. Must report any known or suspected use of the proceeds of crime in gambling to their manager / supervisor. All reports will be held in the strictest of confidence and will be passed on to the National Crime Agency (NCA - which replaced the Serious Organised Crime Agency (SOCA) in October 2013) for further investigation, by The Health Charity's nominated Money Laundering Reporting Officer, via a Suspicious Activity Report (SAR*), inclusive of an NCA issued Unique Reference Number (URN).

The Health Charity's activities are covered by Cardiff and Vale University Health Board's Counter Fraud Department and related policies.

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Report Title:	Health Charity Fundraising Report			Agenda Item no.	4.1
Meeting:	Charitable Funds Committee	Public	✓	Meeting Date:	18 th March 2025
		Private			
Status:	Assurance	Approval		Information	✓
Lead Executive:	Executive Director of Finance				
Report Author:	Director of Communication, Health Charity and Engagement				

Main Report

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.

This report covers the progress and activities of the Health Charity Team, for the period: 1st December 2024 - 28th February 2025.

In addition to the information in this report, the Health Charity Team continue to support all aspects of Endowment fundraising activity within Clinical Boards.

Breast Centre Appeal

- Gold Tie Ball took place on 30th November, and raised over £6,000
- Dinas Powys WI created a ‘Calendar Girls’ style Calendar, held a coffee morning, and attended the Gold Tie Ball – they’ve raised over £6,500.
- Breast Centre patient Janine Hann has raised just under £1,000 for a micro pigmentation tattoo machine. Janine is the third generation of her family to be treated for breast cancer.
- Local cake maker and social media Influencer Kiran, of @CakethatCardiff has produced a cake and video which she’s shared on her channels for a customer who wanted a cake for her sisters ‘Bye Boob Party’. Kiran is part of the creator fund and earns money through TikTok, and she wants to donate the profit to the Breast Centre Appeal. The video will run for a month and currently has over 87,000 likes and over 3,600 comments.

Legacy Income

- Income received from Gifts In Wills at end of February 2025 totalled **£489,631.02**
- Mental Health Services for Older People has received a single legacy of **£401,524.75*** in this financial year. The Directorate manager has advised: “We aim to use the funds to improve the patient and carer experience, and to continue with therapeutic activities, which are not provided as core activity. Therapies such as art and music on dementia and functional wards are proven to enhance recovery and wellbeing, and to support staff to develop skills, improve communication and offer a

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more psycho-social approach to care. This in turn can reduce lengths of stay, helping patients to move home or to appropriate placements sooner, and to avoid needing further admissions. As well as arts and music therapy, we are keen to look at continuing with dance and singing sessions for the wards. As well as this, we aim to turn East 10 gardens into a therapeutic garden, offering visual, auditory and olfactory stimulation using plants, sculptures and furniture, with programmes of refurbishment including patients from MHSOP and Hafan y Coed.”

Legacy Fundraising

Increased Health Charity staff resources have been allocated to the Gifts In Wills fundraising campaign, to:

- Engage with solicitors and Executors to support the receipt of funds within a timely manner.
- Engagement with clinical boards to develop stories which demonstrate how leaving a gift in will can benefit services across the Health Board.
- A schedule of promotions and events is being developed for the year ahead.
- Liaise with Finance to identify unrestricted funds for promotional materials to support marketing/fundraising.

Staff Lottery

- January monthly income = **£28,462**
- Currently recruitment is at a rate of approx 500 new numbers per year
- The SuperDraw will take place in May, with one lucky colleague winning £9,000
- The recently submitted application to the Gambling Commission for a Large Society Operating Licence has been granted.
- Discussions are scheduled with NWSSP, People and Culture and Payroll to progress the proposal to expand the Lottery to staff employed via NWSSP.
- A full proposal including projected increased membership and related income to be submitted to a future CFC meeting.

Planned Events 2025

Prop CCFC Football Match

A football match at Cardiff City Stadium on May 9th is a major opportunity, with potential sponsorship and celebrity participation and will include high network individuals.

TenYfan

Eight fundraisers have signed up to the TenY Fan challenge (to climb Pen Y Fan 10 times in 24 hours) on the 10th May, with funds being raised for the Make It Better Fund and/or other chosen Health Board charitable funds.

Cardiff Half Marathon

We currently have a reserve list of over 50 individuals registered for the event in 2025. We are also looking at 10k events in Cardiff and the Vale of Glamorgan.

Prop Blue Tie Ball

Date and venue agreed for 24th October @ Parkgate Hotel, Cardiff.

Breast Centre Ball

Date and venue agreed for 6th December @ Mercure Holland House, Cardiff.

Planned Events 2026

London Marathon

The Health Charity has secured a bronze package with four charity place over four years. Individuals can enter via a ballot.

Brecon Beacons 10 Peak Challenge

Operational and Governance Issues

- The Fundraising Policy is due for renewal in 2025. The policy will be reviewed in line with recommendations/actions from the MORE review, as directed by the CFC Task & Finish Group. A draft policy will be submitted to the June CFC meeting.

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





- I am pleased to report on the Health Charity Team activity currently taking place and planned events in 2025.
- The Task & Finish Group is currently working through the recommendations and actions of the More Review and will continue to support the Health Charity Team as it continues to focus on income generation.

Recommendation:

The Charitable Funds Committee is requested to:

- **Receive** the Health Charity Report for information.

Link to Strategic Objectives of Shaping our Future Wellbeing:

 <p>1. Putting People First</p> <p>Click the objective above to view more detail.</p>	<p>√</p>	 <p>2. Providing Outstanding Quality</p> <p>Click the objective above to view more detail.</p>	
 <p>3. Delivering in the Right Places</p> <p>Click the objective above to view more detail.</p>		 <p>4. Acting for the Future</p> <p>Click the objective above to view more detail.</p>	<p>√</p>

Five Ways of Working (Sustainable Development Principles) considered

Prevention	Long term	Integration	Collaboration	√	Involvement	√
Quality Impact Assessment Completed?		not required	n/a			

Impact Assessment:

Risk: No

Safety: No

Financial: No

Workforce: No

Legal: No

Reputational: No

Socio Economic: No

Equality and Health: No

Decarbonisation: No

Welsh Language: No

Approval/Scrutiny Route *(please note anywhere else this paper has been before):*

Committee/Group/Exec

Date:

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Report Title:	STAFF LOTTERY BIDS PANEL REPORT			Agenda Item no.	4.2
Meeting:	Charitable Funds Committee	Public	✓	Meeting Date:	18 th March 2025
		Private			
Status:	Assurance	Approval		Information	X
Lead Executive:	Executive Director of Finance				
Report Author:	Director of Communication, Health Charity and Engagement				

Main Report

Background and current situation:

The Board of Trustees of Cardiff & Vale Health Board Charity have delegated responsibility to the Staff Lottery Bids Panel for consideration and approval of charitable funds bids up to a maximum of £10,000. The Small Bids process, which also allows bids up to a value of £250 to be fast tracked for approval was formally agreed by the Charitable Funds Committee at their meeting on the 19th September 2017.

The last meeting of the Staff Lottery Bids Panel took place on **2nd December 2024**. The attached paper lists approved bids from the meeting.

Members also agreed to cap the prize at £25,000 for the SuperMegaDraw, to be drawn in November 2025 and for consecutive years thereafter.

We are pleased to report fundraising income into the staff lottery up to month 10 was £197,094. The charity team continue to use every opportunity to increase membership into the scheme.

Successful Staff Lottery Bids Panel Project

The Surgical Hub is a short stay surgical unit, mostly for day of operation and overnight stays, based in West 6 ward. This unit has a high turnaround of patients, meaning colleagues are extremely busy.

Staff Lottery funding was used to purchase kitchen equipment and a sofa for the area to help create a relaxing and friendly environment for colleagues.

Debbie Davies, Ward Manager said “this is the only area on West 6 where colleagues can take time away from their fast-paced nursing environment. Having this comfortable area is really important for colleagues to be able to take a much-needed break, but also be close at hand should patients need them. This project, as it aims to directly improve staff wellbeing within West 6, by providing colleagues with an area where they can unwind and step away from the busy hospital environment”.





Colleagues from across the Children and Women's Clinical Board have been recognised for their exceptional dedication, hard work and passion for supporting patients and their families at the annual Staff Recognition Awards.

The event was supported by the staff lottery fund and hosted by Cardiff & Vale Health Charity and Radio Cardiff hosts Nathan Wyburn and Wayne Courtney and brought together colleagues and teams from across the directorate to recognise their outstanding contributions.

	No	Applicant	Destination	Description	Amount
Dec'24	BP791	Claire Pugh	Children, Young People and Family Health Services	Emotional Wellbeing Resources for School Health Nurses. Stress balls, doodle pencil sets, pens	£1,768 Approved
	BP792	Jon Barada	Theatres	Sustainability in Theatres. Theatre Hats	£9,998 Rejected
	BP793	Julia Evans	Medical Emergency Assessment Unit	Improving Environment for Patients in MEAU- Television	£607 Approved
	BP794	Sarah Pippen	Children, Young People and Family Health Services	Looked After Children Christmas Project. Toiletries, hoodies, water bottles	£3,459 Approved
	BP795	Sam Sell	Physical Health Promotion Team	Purchase of an Infrared Vein Finder for Community Mental Health Clinics	£5,730 Rejected
	BP796	Debbie Davies	Surgical Hub, UHL	Staff Wellbeing Room - Sh@L Kitchen white goods, furnishings, TV	£1,253 Approved
	BP797	Josie Collins	Cardiff and Vale Health Inclusion (CAVHIS)	CAVHIS - In-Reach Launch 2025. Banner stand, t-shirts, leaflets, choir, lanyards, pens	£3,404 Approved
	BP798	Sue Dickson-Davies	CAHCE	In-patient Christmas Gift	£10,000 Approved
	BP799	Lyndsey Threadgill	Vale Locality Mental Health Team	Support citizens to monitor their physical health. Patient health monitor and printer	£7,573 Rejected

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Small Bids Panel (Fast Track) Approved Bids Dec 24 (↑£250)

	No	Applicant's Name	Service	Description
Dec '24	SBP 299	Jo Martin	Nutrition & Dietetics	Replacement freezer for staff kitchen
	SBP 300	Venetia Yarr	ECOD	Refreshments for Practice Learning Awards 2024
	SBP 301	Rhian Cottrell	General Surgery	Bathroom mirrors for patients in Acute Surgical Wards
	SBP 302	Julie James	OPAT	Countertop dishwasher for OPAT Department
	SBP 303	Lisa Nottle	CAVHIS	Fridge for staff area
	SBP 304	Lea England	Rhydlafer Unit	International Nurses Day Celebrations
	SBP 305	Barbara Jones	Operating Theatres	International Nurses and ODP Day Celebrations
	SBP 306	Menna Ivins	General Surgery	International Nurses Day Celebrations
	SBP 307	Linda Edwards	Sam Davies Ward	International Nurses Day Celebrations
	SBP 308	Lois Mortimer	Maternity	International Day of the Midwife Celebrations
	SBP 309	Heather Hancock	Hafan y Coed	International Nurses Day - Adult Inpatients and Crisis Teams
	SBP 310	Liz Vaughan	Integrated Medicine	Dementia Friendly Hospital Charter - tickets for Teepa Snow's Positive Approaches to Care conference
	SBP 311	Lesley Mullan	Integrated Medicine	Condolence cards for Memory Team
	SBP 312	Louise Blunsdon	People & Culture	Staff Recognition Awards - contribution towards awards
	SBP 313	Christine Wainwright	Community Resource Team	Fridge for staff kitchen
	SBP 314	Caroline Sutton	Pharmacy	Yoga and staff wellness sessions
	SBP 315	Huw King	Operating Theatres	Refreshments for Surgery Clinical Board and Surgical Hub Recruitment Event
	SBP 316	Hannah Newton	Child Psychology	Siblings Groups - 6 session programme to support children aged 7-11 who have a sibling with global developmental delay/emerging learning disability
	SBP 317	Abigail Williams	Service for High Risk Eating Disorders (SHED)	Improvements for Eating Disorder Day Unit
	SBP 318	Andrea Cooper	School Nursing	Table cloth and pens for School Nursing Partnership Fayres
	SBP 319	Rachel Rowlands	Health Visiting Team	Microwaves for staff kitchen
	SBP 320	Julietta Patricolo	Ynys Saff - Cardiff SARC	Sofa for counselling room
	SBP 321	Gemma Williams	Children & Women's Clinical Board	Engagement event: strategic plan for babies, children & young people
	SBP 322	Natalie Summerill	Dental Hospital	Refreshments for Dental Nurse Wellbeing Day
	SBP 323	Sarah Halliday	Neurodevelopmental Service	Sunflower lanyards/wristbands for Neurodevelopmental connection sessions
	SBP 324	Regina Herbert	East 2	TV for patients on East 2, UHL
	SBP 325	Sara Williams	Trauma & Orthopaedics	Fridge for staff kitchen
	SBP 326	Ruth Cann	PCIC	Tickets to attend British Geriatrics Society (BGS) Wales Autumn Meeting
	SBP 327	Alex Scott	Patient Safety & Quality	Refreshments for World Patient Safety Day

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	SBP 328	Natalie Hughes	Community Neuro Rehab Services	Grow Getters Project
	SBP 329	Kate Simpson	CYPFHS	Craft and Chat Together Project – materials for craft sessions at accomodatio where vulnerable cohorts of children and young people reside in temporary homeless accomodation
	SBP 330	Jade Barber	Shaping Change	Get up, Get Dressed, Get Moving' – Tshirts
	SBP 331	Fiona Chong	Occupational Therapy	Breakfast club for patients
	SBP 332	Gillian Bishop	Bowel Screening	Fridge for staff kitchen
	SBP 333	Spiro Pezaros	Heath Massive Run Club	Advertising banners for Heath Massive Run Club
	SBP 334	Sarah Davies	Wound Healing	Incentives for Stop the Pressure Day drop in event
	SBP 335	Nina Amps	Palliative Care	Freestanding fridge for point of care testing consumables
	SBP 336	Emily Hughes	People and Culture	Refreshments for staff survey drop in sessions
	SBP 337	Robert Warren	Health and Safety	Health & Safety Team Skills Development and Workshop Day
	SBP 338	Georgina Brown	Physiotherapy	Fridge for staff kitchen
	SBP 339	Jade Barber	Shaping Change	Get up, Get Dressed, Get Moving' – Badges
	SBP 340	Heather Hancock	Mental Health Directorate	Staff Recognition Awards – Gift vouchers for winners/ runners up
	SBP 341	Gemma Williams	Children & Women's Clinical Board	Staff Recognition Awards - Refreshments
	SBP 342	Pauline Jarjis	HSDU	HSDU tea room wellbeing improvement

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

- I am pleased to report on the continued support the Staff Lottery fund provides to enhance the patient, staff and visitor experience and is extremely efficient in terms of its turnaround of fast-track bids for funding, which benefits services across Cardiff and Vale University Health Board.

Recommendation:

The Charitable Funds Committee are requested to:

- Note** the content of the Staff Lottery Bids Panel Report for information.

Link to Strategic Objectives of Shaping our Future Wellbeing:

 <p>Putting People First</p> <p>1.</p> <p>Click the objective above to view more detail.</p>	√	 <p>Providing Outstanding Quality</p> <p>2.</p> <p>Click the objective above to view more detail.</p>	
 <p>Delivering in the Right Places</p> <p>3.</p> <p>Click the objective above to view more detail.</p>		 <p>Acting for the Future</p> <p>4.</p> <p>Click the objective above to view more detail.</p>	√

Five Ways of Working (Sustainable Development Principles) considered

Prevention		Long term		Integration		Collaboration	√	Involvement	√
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Quality Impact Assessment Completed?

	No – not required	n/a
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Impact Assessment:

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

Approval/Scrutiny Route *(please note anywhere else this paper has been before):*

Committee/Group/Exec	Date:

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