

# Charitable Funds Committee

Thu 07 November 2024, 10:00 - 13:00

Microsoft Teams



GIG  
CYMRU  
NHS  
WALES

Bwrdd Iechyd Prifysgol  
Aneurin Bevan  
University Health Board

## Agenda

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### 1. PRELIMINARY MATTERS

Charitable Funds Agenda November 2024.pdf (3 pages)

#### 1.1. Welcome and Introductions

*Oral*      *Chair*

#### 1.2. Apologies for Absence

*Oral*      *Chair*

#### 1.3. Declarations of Interest

*Oral*      *Chair*

#### 1.4. Draft Minutes of the Last Meeting Held on 3rd July 2024

*Attached*      *Chair*

1.4 CFC Minutes 3rd July 2024 mj v2 RD & PD.pdf (8 pages)

#### 1.5. Committee Action Log

*Attached*      *Chair*

1.5 Final Charitable Funds Action Log - November 2024 RD.pdf (5 pages)

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### 2. Items for APPROVAL/RATIFICATION/DECISION

#### 2.1. Draft Accounts and Annual report

*Attached*      *Head of Financial Services and Accounting*

2.1 Draft Annual Accounts Annual Report.pdf (5 pages)

2.1 Appendix 1 ABUHB Final Charitable Funds Draft Accounts 2023-24 v2.pdf (21 pages)

2.1 Appendix 2 Charitable Funds Draft Annual Report 2023-24 v 4.pdf (34 pages)

#### 2.2. Administration Costs for 2024/25

*Attached*      *Head of Financial Services and Accounting*

2.2 Administration Costs 24-25docx.pdf (5 pages)

#### 2.3. Charitable Funds 2023-24 Audit Plan

*Attached*      *Audit Wales*

2.3 Charitable Funds 2023-24 Final Audit Plan.pdf (16 pages)

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### 3. ITEMS FOR DISCUSSION

### **3.1. Charitable Funds, Finance & Performance Report**

*Attached*                      *Assistant Head of Financial Accounting*

- 📄 3.1 Finance Performance Report.pdf (9 pages)
- 📄 3.1 Appendix A Cashflow.pdf (1 pages)
- 📄 3.1 Appendix B New charitable fund account request GUH.pdf (2 pages)
- 📄 3.1 Appendix C Static Funds.pdf (1 pages)

### **3.2. Funds Available to the Committee for Possible Distribution**

*Attached*                      *Head of Financial Services and Accounting*

- 📄 3.2 Funds Available to the Committee.pdf (4 pages)

### **3.3. Consideration of Bids/Small Grants**

*Attached*                      *Head of Financial Services and Accounting*

- 📄 3.3 Consideration of Bids and Small Grants.pdf (4 pages)
- 📄 3.3 Appendix1 - SGS-018 Baby and Child Memorial Garden.pdf (5 pages)

### **3.4. Attendance of Fund Holders for Slow Moving Funds - Update on Spending Plans**

*Oral*                      *Assistant Finance Director/Directorate manager, Cardiology, Diabetes & Endocrine/Consultant Physician*

- 📄 3.4 Presentation by Fundholders on spending plans to the CFC on 7 (003).pdf (1 pages)

### **3.5. Evaluation of Bid CFC-261 Bladder Bowel Project**

*Presentation*                      *Nurse Consultant Bladder and Bowel Nursing Service*

- 📄 3.5 Charitable Funds Bladder Bowel Project.pdf (5 pages)

### **3.6. Update on Property Matters**

*Oral*                      *Assistant Finance Director*

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## **4. ITEMS FOR INFORMATION**

### **4.1. Review of Committee Programme of Business**

*Attached*                      *Director of Corporate Governance*

- 📄 4.1 Charitable Funds Forward Work Plan Cover Report.pdf (4 pages)
- 📄 4.1 Appendix 1 - Charitable Funds Committee Forward Work Plan 2024-25 November Meeting.pdf (5 pages)

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## **5. OTHER MATTERS**

### **5.1. Items to be Brought to the Attention of the Board and Other Committees and Opportunities for Awareness**

*Oral*                      *Chair*

### **5.2. Any Other Urgent Business**

*Oral*                      *Chair*

### **5.3. Date of the Next Meeting: Monday 13th January 2024**

**CYFARFOD BWRDD IECHYD PRIFYSGOL  
ANEURIN BEVAN  
ANEURIN BEVAN UNIVERSITY HEALTH BOARD  
MEETING  
CHARITABLE FUNDS COMMITTEE**

**AGENDA**

<b>Date and Time</b>	<b>7th November 2024, 10:00am – 13:00pm</b>
<b>Venue</b>	<b>Microsoft Teams</b>

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<b>Item</b>	<b>Title</b>	<b>Format</b>	<b>Presenter</b>
<b>1</b>	<b>PRELIMINARY MATTERS</b>		
1.1	Welcome and Introductions	Oral	Chair
1.2	Apologies for Absence	Oral	Chair
1.3	Declarations of Interest	Oral	Chair
1.4	Draft Minutes of the last Meeting held on 3 <sup>rd</sup> July 2024	Attached	Chair
1.5	Committee Action Log	Attached	Chair
<b>2</b>	<b>ITEMS FOR APPROVAL/RATIFICATION/DECISION</b>		
2.1	Draft Accounts and Annual report	Attached	Head of Financial Services and Accounting
2.2	Administration Costs for 2024/25	Attached	Head of Financial Services and Accounting
2.3	Charitable Funds 2023-24 Audit Plan	Attached	Audit Wales
<b>3</b>	<b>ITEMS FOR DISCUSSION</b>		
3.1	Charitable Funds, Finance & Performance Report	Attached	Assistant Head of Financial Accounting
3.2	Funds available to the Committee for Possible Distribution	Attached	Head of Financial Services and Accounting
3.3	Consideration of Bids/Small Grants	Attached	Head of Financial Services and Accounting
3.4	Attendance of fund holders for slow moving funds - Update on Spending Plans	Oral	Assistant Finance Director/ Directorate manager,



			Cardiology, Diabetes & Endocrine/ Consultant Physician
3.5	Evaluation of Bid CFC-261 Bladder Bowel Project	Presentation	Nurse Consultant Bladder and Bowel Nursing Service
3.6	Update on Property Matters	Oral	Assistant Finance Director
<b>4</b>	<b>ITEMS FOR INFORMATION</b>		
4.1	Review of Committee Programme of Business	Attached	Director of Corporate Governance
<b>5</b>	<b>OTHER MATTERS</b>		
5.1	Items to be Brought to the Attention of the Board and Other Committees and Opportunities for Awareness	Oral	Chair
5.2	Any Other Urgent Business	Oral	Chair
5.3	Date of the Next Meeting: <ul style="list-style-type: none"> <li>Monday 13<sup>th</sup> January 2024 (To Approve the Accounts)</li> </ul>		

### **Motion to Exclude Members of the Public and the Press**

There may be circumstances where it would not be in the public interest to discuss a matter in public. In such cases the Chair shall move the following motion to exclude members of the public and the press from the meeting:

“Representatives of the press and other members of the public shall 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”.

*Motion under Section 1(2) Public Bodies (Admission to Meetings) Act 1960*



<b>DATE OF MEETING</b>	<b>Wednesday 3rd July 2024 at 13:30-16:30</b>
<b>VENUE</b>	<b>Microsoft Teams</b>

<b>PRESENT</b>	Paul Deneen, Independent Member (Chair) Neil Patrick, Independent Member (Vice Chair) Richard Clark, Independent Member Nicola Prygodzicz, Chief Executive Robert Holcombe, Director of Finance and Procurement
<b>IN ATTENDANCE</b>	Estelle Evans, Head of Financial Services and Accounting Alison Griffiths, Charitable Funds Manager Susan Gauntlett, Assistant Head of Financial Accounting Mark Ross, Assistant Finance Director Rani Dash, Director of Corporate Governance Michelle Jones, Head of Board Business Jamie Marchant, Divisional Director of Estates and Facilities Rachel Lee, Senior Nurse Leah MacDonald, Newport Locality Officer Fern Cook, Governance Support Officer
<b>APOLOGIES</b>	None received

<b>CFC/0307/1.1</b>	<b>Welcome and Introductions</b>  Paul Deneen (PD), Chair, welcomed everyone to the meeting. PD placed on record his thanks to Louise Wright (LW), Independent Member, and Iwan Jones (IJ), Independent Member, for their support during their time whilst members of the Committee.
<b>CFC/0307/1.2</b>	<b>Apologies for Absence</b>  There were no apologies for absence to note.
<b>CFC/0307/1.3</b>	<b>Declarations of Interest</b>  There were no declarations of interest to record.
<b>CFC/0307/1.4</b>	<b>Draft Minutes of the meeting held on 7<sup>th</sup> March 2024</b>



	<p>The minutes of the previous meeting held on 7<sup>th</sup> of March 2024 were agreed as a true and accurate record .</p> <p>The Committee <b>APPROVED</b> the minutes from the previous meeting.</p>
<p><b>CFC/0307/1.5</b></p>	<p><b>Committee Action Log</b></p> <p>The Committee received the action log and was content with progress made with the outstanding actions.</p> <p>The Committee <b>NOTED</b> the report for information.</p>
<p><b>CFC/0307/2.1</b></p>	<p><b>Committee Annual Programme of Business 2025/26</b></p> <p>Rani Dash (RD), Director of Corporate Governance, provided the Committee with an overview of the Committee Forward Work Plan for 2024/25. RD advised that the Forward Work Plan had been developed with due regard to the recommendations from the Committee Self-Assessment 2023/24.</p> <p>The Committee <b>APPROVED</b> the Committee work plan and <b>NOTED</b> that it would be brought forward to each future Committee meeting for oversight.</p>
<p><b>CFC/0307/2.2</b></p>	<p><b>Finance &amp; Performance Report</b></p> <p>Susan Gauntlett (SG), Assistant Head of Financial Accounting, presented the Finance and Performance report to the Committee.</p> <p>Mark Ross (MR), Assistant Finance Director, advised the Committee that expenditure as a percentage of the balance of funds had increased from 6% in 2021/22 to 19%. The Committee was advised that income was lower when compared to 2022/2023 and as a result there was an overall decrease in the value of funds.</p> <p>SG advised the Committee that the CCLA investment presented an unrealised gain of £403k as at 31<sup>st</sup> May 2024, and the investment reflected an unrealised loss of £105k against the 31<sup>st</sup> March 2024 value.</p> <p>The Committee was provided with an update in respect of the financial position as at March 2024. The Committee</p>



noted that income at Month 12 was £806k, which represented a reduction of £338k, when compared with 2022/23. The Committee noted that this was as a result of a reduction in donations and legacies. The Committee noted that expenditure at year end was reported as £1,257K, which was £209k higher than 2022/23. The Committee was advised that the increase in expenditure was as a result of increased expenditure for equipment in Ophthalmology and Urology Divisions and for defibrillators within the community. The Committee noted that the overall position for March 2024 resulted in a decrease in funds of £49K.

SG advised the Committee that the cash balance at year end was £641K. The Committee was advised that there were no overdrawn accounts, four funds had been closed and 855 donations had been received during the year at a total value of £228K.

The Committee was asked to approve the setup of six new funds which were:

- F014-LEGACY ABUHB L G NICHOLLS
- F029-LEGACY RGH LOF M E I EVANS
- F404-LEGACY UROLOGY M JONES
- F004-ABUHB RESERVES
- ABUHB PATIENT FUND
- ABUHB STAFF FUND

SG informed the Committee that NHS Charities Together was launching a £16M Workforce Wellbeing Programme grant to support NHS staff across the UK. The Committee noted that the Health Board would be eligible to apply for this funding.

Paul Deneen (PD), Chair, requested that an update on the NHS Charities Grant be provided at the next meeting.

**Action:** Assistant Head of Financial Accounting to provide the Committee with an update in respect of the NHS Charities Grant at the next Committee meeting scheduled for November 2024.

SG advised the Committee that the annual accounts audit for this year would commence in the autumn with the outcomes of the audit submitted to the Charity Commission by January 2025.



Neil Patrick (NP), Independent Member, questioned what the difference was in relation to the timeframe for spend between legacy and grants. SG advised that grants required time limited spend, whilst legacies were not time limited.

The Committee **APPROVED** the set-up of the 6 new funds and **NOTED** the report.

**CFC/0307/2.3**

### **Available Funding & Consideration of Bids/Small Grants**

Estelle Evans (EE), Head of Financial Services and Accounting, provided the Committee with an overview of the request to consider three grant requests and one bid.

The Committee was reminded that in a previous meeting the Committee had agreed for small grants under £5k to be presented to the Committee if there was support of an Executive Lead. The Committee discussed this and the need for charitable funds to be used to support non-core items only. The Committee was advised that in future all bids and small grants would be considered by the Executive Committee prior to submission to the Committee to ensure Executive Team support.

The Committee reviewed each of the following grants/bid requests:

#### **Mental Health Learning Disabilities Request for Training/Staff Development**

The Committee was advised that there had been a request to fund £4.6K to develop a retreat for the workforce to assist with the retention of staff. The Committee noted that the funds would be used to support programme materials, and this would be a pilot programme.

The Committee **APPROVED** the request to fund the Moral Injury Project.

#### **Baby Tags**

The Committee was informed that there had been a request to fund £3,184K for baby tags for Maternity Services.



Nicola Prygodzicz (NP), Chief Executive, advised the Committee that the Baby Tag request was part of core business and would not meet the criteria for a Charitable Funds grant.

The Committee reviewed the Baby Tags grant request, and this would be referred to the Executive Committee for consideration and action.

### **ABUHB Women's Health Conference on International Women's Day 2025**

The Committee was informed that there had been a request to fund £5K to support with the costs of running the Women's Health Conference.

The Committee **APPROVED** the request to fund the ABUHB Women's Health Conference on International Women's Day 2025.

### **Suicide Postvention Support Service**

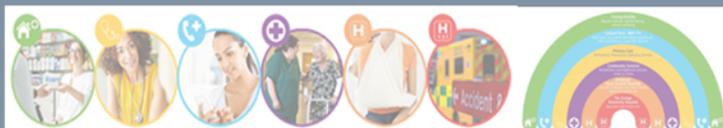
The Committee was informed that there had been a request to fund £25K to support the suicide postvention service across Gwent for a 6-month period to enable permanent funding to be secured.

Paul Deneen (PD), Chair, sought clarification as to what would happen if the Committee did not fund the request. EE advised that the service would stop until alternative funding was secured.

The Committee **APPROVED** the request to fund the Suicide Postvention Support Service funding gap of £25,000 for a 6-month period between October 2024 and March 2025.

### **Clinical Supervision Programme Evaluation Report**

EE provided the Committee with an overview of the Clinical Supervision Programme evaluation report. The Committee was reminded that £3,500k had been granted by the Committee to this programme. The Committee was advised that the funds had contributed to the provision of inhouse training, with a questionnaire provided to the attendees to evaluate the success of the training.



	<p>The Committee <b>NOTED</b> the Clinical Supervision Evaluation Report.</p>
<p><b>CFC/0307/3.1</b></p>	<p><b>Spending Plans over £25K</b></p> <p>Estelle Evans (EE), Head of Financial Services and Accounting, provided the Committee with an overview of the Charitable Fund spending plans for those funds over £25k. EE advised the Committee that a total fund value of £5.721M was held. As of March 2024, the Committee noted that this consisted of 401 individual funds, of which 44 funds had balances over £25k, which represented 11% of the total number of funds held. EE noted that the value of funds over £25k had reduced by 13% over a 2year period which reflected an increase in spend.</p> <p>EE informed the Committee that to ensure funds were spent the Charitable Funds team would monitor expenditure against planned spend. This would be reported to the Committee to enable the Committee to seek assurance from fund holders on fund spends levels. The Committee noted that several funds were scheduled to be presented throughout the year.</p> <p>Paul Deneen (PD), Chair, requested that the Executive Team consider the promotion of funds with Divisions to support the utilisation of the Charitable Fund and to maximise the benefits this could bring to patients and staff. Nicola Prygodzicz (NP), Chief Executive, noted that she would be looking to schedule an item on the Charitable Fund with the Systems Leadership Group meeting.</p> <p>Neil Patrick (NP), Independent Member, queried the process for legacies within the Charitable Fund. The Committee was informed of the process followed, including working with solicitors and families.</p> <p>The Committee <b>NOTED</b> the £25k Spending Plans presented.</p>
<p><b>CFC/0307/3.2</b></p>	<p><b>Level of Reserves</b></p> <p>Mark Ross (MR), Assistant Finance Director, provided the Committee with an overview of the level of reserves and confirmed that it was a requirement of the Charitable Funds financial procedure for a reserve to be maintained.</p>



The Committee was advised that the reserve created for 2023/24 was £624K. The Committee noted that the reserve was made up of retained interest and dividends from the CCLA, GBS, Santander accounts, any unrealised gain on investments and the use of the sale funds from the charities fixed assets. The Committee was assured that the level of reserve was on track as per the plan for the year.

The Committee **NOTED** the contents of the report..

**CFC/0307/3.3**

**Attendance of fund holders for slow moving funds**

*Jamie Marchant, Rachel Lee, Leah MacDonald joined the meeting.*

**F140 ABUHB Media Funds**

Jamie Marchant (JM), Divisional Director of Estates and Facilities, provided the Committee with assurance that the Media Funds had been used to support training, the reconfiguration of an agile working space in Estates and Facilities, purchase of an IT plotter printer, headset sets and signage for the space, and a water cooler for the workforce based in the St Cadoc's Hospital. The Committee noted that there was £3k left in the budget.

JM noted that he had previously provided the Committee with an update regarding 13 Clytha Square. JM updated that nurses who had been based in this property had moved out and that the Mental Health team were scheduled to move at the end of July 2024.

The Committee requested that an update on 13 Clytha Square be provided at the next Committee meeting.

**Action:** Secretariat to schedule an update on 13 Clytha Square at the next meeting.

**F696 STW Springfield Community Ward Project**

Rachel Lee (RL), Senior Nurse, and Leah MacDonald (LM), Newport Locality Officer, provided the Committee with an overview of the spend plans for this fund for the next six to 12 months. The Committee noted that the plan included the reconfiguration of space at St Woolos Hospital to create a learning lab to support training and the provision of a clinical supervision programme away from the ward.



	<p>Other aspects of the plan included the reconfiguration of the Springfield Community Ward to include a sensory room, upgrades to the bays, wall fans for each room and the provision of an exercise bike to better support the therapy of patients.</p> <p>The Committee <b>RECEIVED</b> the spending plans for the Media Funds and Springfield Community Ward Project and <b>NOTED</b> the progression of the spends.</p> <p><i>Jamie Marchant, Rachel Lee, Leah MacDonald left the meeting.</i></p>
<b>CFC/0307/5.1</b>	<p><b>Items to be Brought to the Attention of the Board and Other Committees</b></p> <p>There were no items to be brought to the attention of the Board or other Committees.</p>
<b>CFC/0307/5.2</b>	<p><b>Any Other Urgent Business</b></p> <p>There was no other urgent business raised for discussion.</p>
<b>CFC/0307/5.2</b>	<p><b>Date of Next Meeting</b></p> <p>Thursday 7<sup>th</sup> November 2024 at 10am</p>

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<b>Outstanding</b>	<b>In Progress</b>	<b>Not Due</b>	<b>Completed</b>	<b>Transferred to another Committee</b>
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Committee Meeting	Minute Reference	Agreed Action	Lead	Target Date	Progress/ Completed
January 2024	<b>CFC/2201/4.2</b>	<p><b>Assessment and Outcomes of Previously Fund Bid: Incontinence Project</b></p> <p>A report on the outcome of the Bladder Bowel Project to be presented to the Committee.</p>	<b>Charitable Funds Manager</b>	July 2024	<p><b>Complete</b></p> <p><u>July</u> Victoria Coghlan (VC), Bladder Nurse Consultant and Bowel Nursing, is unable to attend the July meeting but attendance is confirmed for the next meeting scheduled for 7<sup>th</sup> November 2024 under agenda item 3.5</p>
March 2024	<b>CFC/0703/2.4</b>	<p><b>Charitable Funds – Small Grants Scheme Funds Available and Applications for Consideration</b></p>	<b>Director of Finance and Procurement</b>	November 2024	<p><b>Complete</b></p> <p><u>November</u> This will be included in the Financial Control Procedure</p>

Committee Meeting	Minute Reference	Agreed Action	Lead	Target Date	Progress/ Completed
		<p>Update to be provided as to the scope of the Committee's authority for the usage of those funds which were not being spent, and whether these could be reallocated.</p>			<p>that the Committee will receive at a future meeting. Future communication emphasising the need to spend, or funds may be reallocated will be issued. In addition, this will be reiterated when fundholders with "slow moving" funds present to the Committee.</p> <p><u>July</u> This will be included in the Financial Control Procedure that the Committee will receive at the November 2024 meeting. Future communication emphasising the</p>

Committee Meeting	Minute Reference	Agreed Action	Lead	Target Date	Progress/ Completed
					need to spend, or funds may be reallocated will be issued. This will also be reiterated when slowing moving funds are presented to the Committee.
July 2024	<b>CFC/0307/2.2</b>	<p><b>Finance &amp; Performance Report</b></p> <p>Update on the NHS Charities Grant for Workforce Wellbeing to be provided to the Committee.</p>	<b>Assistant Head of Financial Accounting</b>	November 2024	<p><b>Complete</b></p> <p><u>November</u> included in the November Finance Performance Report under item 3.1 on the agenda.</p> <p><u>July</u> NHS Charities Grant for Workforce Wellbeing will be included in the finance performance report for November's meeting</p>

Committee Meeting	Minute Reference	Agreed Action	Lead	Target Date	Progress/ Completed
July 2024	<b>CFC/0307/3.3</b>	<p><b>Attendance of fund holders for slow moving funds</b></p> <p>Update on 13 Clytha Square to be scheduled for the Committee's next meeting.</p>	<b>Secretariat</b>	November 2024	<p><b>Complete</b></p> <p><u>November</u> A paper was presented to the Board meeting on the 25<sup>th</sup> of September requesting approval to sell 13 Clytha Square, Newport. The Board approved the sale. Prior to going to the Board meeting the disposal was approved at the Exec meeting on the 19<sup>th</sup> of September.</p> <p><u>July</u> An update for Clytha Square will be considered at a Board In Committee meeting scheduled to take place in September and</p>

Committee Meeting	Minute Reference	Agreed Action	Lead	Target Date	Progress/ Completed
					November Committee meeting under item 3.6 on the agenda

*All actions in this log are currently active and are either part of the Committee's forward work programme or require more immediate attention, such as an update on the action or confirmation that the item scheduled for the next Committee meeting will be ready.*

*Once the Committee is assured that an action is complete, it will be removed. This will be agreed at each Committee meeting.*

<b>DYDDIAD Y CYFARFOD: DATE OF MEETING:</b>	07 November 2024
<b>CYFARFOD O: MEETING OF:</b>	Charitable Funds Committee
<b>TEITL YR ADRODDIAD: TITLE OF REPORT:</b>	Draft Annual Accounts & Annual Report 2023-24
<b>CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:</b>	Robert Holcombe, Director of Finance, Procurement and Value Based Healthcare
<b>SWYDDOG ADRODD: REPORTING OFFICER:</b>	Gareth Lewis, Head of Financial Services & Accounting

**Pwrpas yr Adroddiad (dewiswch fel yn addas)  
Purpose of the Report (select as appropriate)**

Er Sicrwydd/For Assurance

This report gives an overview of the Draft Annual Accounts and Annual Report for the year ending 31 March 2024 for Aneurin Bevan University Health Board Charitable Fund and Other Related Charities and highlights the key issues that are contained in the accounts.

**ADRODDIAD SCAA  
SBAR REPORT**

**Sefyllfa / Situation**

Aneurin Bevan University Health Board, as corporate trustee of its charitable funds, must file accounts for the year ended 31 March 2024 with the Charities Commission before 31 January 2025. The draft accounts and annual report are attached and will be subject to external audit by Audit Wales. The audit process is planned to start on 7 November.

**Cefndir / Background**

**1. Annual Accounts**

The detailed accounts are shown at Appendix 1 and the following are key points to note from the accounts for 2023/24:



**Statement of Financial Activities for year ended 31 March 2024:**  
**(Page 2 of Accounts)**

Income from Donations, Legacies and Grants (Note 4, Page 10 of Accounts)

Income from Donations, legacies and grants has decreased by £177K from the previous year to £437K. There were 4 legacies received in the year.

Income from Charitable Activities (Note 5, Page 10 of Accounts)

Income from courses has decreased by £70k from the previous year due to a reduction in the number of courses held. Other income has decreased by £102k, mainly due to monies received in respect of filming at St Cadoc's Hospital in 2022/23.

Investment Income (Note 7, Page 10 of Accounts)

Investment income has increased by £11K from the previous year to £211K due to an increase in income on investments.

Expenditure (Page 2 of Accounts and Notes 8 & 9, Page 11 of Accounts)

Expenditure has increased by £209K. The main increase in spend relates to patient education & welfare and building and refurbishment.

***The net impact of income and expenditure is a decrease in funds of £451k before investment gains, compared with an increase of £96k in the previous year. (Page 2 of Accounts)***

Gain on Investment Assets (Page 2 of Accounts)

During the year there has been a net gain of £403K on investments which is mainly with CCLA reflecting stock market increases on underlying investments.

The stock market increases since the previous year resulted in an increase in our CCLA investments from £5,102K on 1st April 2023 to £5,505K on 31<sup>st</sup> March 2024 (Note 16, Page 13 of Accounts).

***The net movement in funds for the year is therefore a decrease of £49K. (Page 2 of Accounts)***

Balance Sheet as at 31 March 2024 (Page 3 of Accounts)

Net assets / liabilities have decreased by £49K reflecting the decrease in funds during the year. The main movements in the balance sheet consist of an increase in the value of the CCLA investments offset by an increase in creditors. The balance sheet movements are as follows:



	<b>£000</b>
Investments	378
Increase in Cash Balances	114
Decrease in Debtor Balances	-26
Increase in Creditor Balances	-515
<b>Total</b>	<b>-49</b>

The following table gives a more detailed breakdown of fixed assets (*Note 16, Page 13 of Accounts*):

	<b>Balance 1 Apr 2023 £000</b>	<b>Disposals £000</b>	<b>Realised Gains / (Losses) £000</b>	<b>Unrealised Gains / (Losses) £000</b>	<b>Balance 31 Mar 2024 £000</b>
<b>Fixed Asset Investments</b>					
<b>Investments</b>					
CCLA	5,102	-	-	403	5,505
	5,102	-	-	403	5,505
<b>Property</b>					
13 Clytha Square	250	-	-	-	250
TP Price - Newport / Six Bells	25	- 24	-	1	-
TP Price - Strip of land Oakdale	55	-	-	-	55
	330	- 24	-	1	305
<b>Other</b>					
Painting	25	-	-	-	25
<b>Total per Note 16 of the Accounts</b>	<b>5,457</b>	<b>- 24</b>	<b>-</b>	<b>402</b>	<b>5,835</b>

### Cash Balances (Note 18, Page 14 of Accounts)

Cash at 31 March 2023 totalled £641K as follows:

	<b>£000</b>
Nat West Current Account	618
Santander Bonus Account	22
Petty Cash	1
<b>Total</b>	<b>641</b>

## **2. Annual Report**

The Trustees Annual Report is shown at Appendix 2 and is subject to audit, by Audit Wales, in conjunction with the Annual Accounts.

## **3. Next Steps and Actions**

The Annual Accounts and Annual Report will be forwarded to Audit Wales. The audit has a confirmed start date of 7 November 2024. Once the audit is



complete, the final Accounts and Annual Report will be presented to the Board for approval at the meeting in January.

The final step will be to file the Annual Accounts and the Annual Report with the Charity Commission before the 31<sup>st</sup> January 2025 deadline, and the accounts and annual report will then be available on the Charity Commission website.

**Asesiad / Assessment**

This report presents the draft Annual Accounts and Annual Report of the charity for 2023/24.

**Argymhelliad / Recommendation**

The Charitable Funds Committee is asked to note this report and to provide comments on the Annual Accounts and any suggested changes or amendments to the Annual Report of the charity for 2023/24.

<b>Amcanion: (rhaid cwblhau) Objectives: (must be completed)</b>	
Cyfeirnod Cofrestr Risg Corfforaethol a Sgôr Cyfredol: Corporate Risk Register Reference and Score:	The monitoring and reporting of committee business is a key element of the Health Boards assurance framework
Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	Governance, Leadership and Accountability Choose an item. Choose an item. Choose an item.
Blaenoriaethau CTCI IMTP Priorities  <a href="#">Link to IMTP</a>	Choose an item.
Galluogwyr allweddol o fewn y CTCI Key Enablers within the IMTP	Finance
Amcanion cydraddoldeb strategol Strategic Equality Objectives  <a href="#">Strategic Equality Objectives 2020-24</a>	Improve the Wellbeing and engagement of our staff Choose an item. Choose an item. Choose an item.

**Gwybodaeth Ychwanegol:  
Further Information:**



Ar sail tystiolaeth: Evidence Base:	N/A
Rhestr Termau: Glossary of Terms:	
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Cyfarfod Bwrdd Iechyd Prifysgol: Parties / Committees consulted prior to University Health Board:	N/A

<b>Effaith: (rhaid cwblhau)</b> <b>Impact: (must be completed)</b>	
<b>Resource Assessment:</b>	
• <b>Workforce</b>	Not Applicable
• <b>Service Activity &amp; Performance</b>	Yes, outlined within the paper
• <b>Financial</b>	Yes, outlined within the paper
<b>Asesiad Effaith Cydraddoldeb Equality Impact Assessment (EIA) completed</b>	<b>No does not meet requirements</b>  An EQIA is required whenever we are developing a policy, strategy, strategic implementation plan or a proposal for a new service or service change. If you require advice on whether an EQIA is required contact <a href="mailto:ABB.EDI@wales.nhs.uk">ABB.EDI@wales.nhs.uk</a>
<b>Deddf Llesiant Cenedlaethau'r Dyfodol – 5 ffordd o weithio Well Being of Future Generations Act – 5 ways of working</b>  <a href="https://futuregenerations.wales/about-us/future-generations-act/">https://futuregenerations.wales/about-us/future-generations-act/</a>	Integration - Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their objectives, or on the objectives of other public bodies  Choose an item.



Aneurin Bevan University Local Health Board Charitable Fund and Other  
Related Charities

The accounts for Funds Held on Trust.

**FOREWORD**

The Charity's accounts and annual report for the year ended 31st March 2024 have been prepared by the Corporate Trustee in accordance with the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008.

**STATUTORY BACKGROUND**

Aneurin Bevan University Local Health Board is the Corporate Trustee of the Funds Held on Trust under the National Health Service (Wales) Act 2006.

The Aneurin Bevan University Local Health Board and Other Related Charities registered with the Charity Commission on 7th January 2011, registration number 1098728.

## Statement of Financial Activities for the year ended 31 March 2024

	Note	Unrestricted funds £000	Restricted Income funds £000	Total Funds 2023-24 £000
<b>Incoming resources from generated funds:</b>				
Donations, legacies and grants	4	228	209	437
Charitable activities	5	158	0	158
Investments	7	211	0	211
<b>Total incoming resources</b>		<b>597</b>	<b>209</b>	<b>806</b>
<b>Expenditure on:</b>				
Raising Funds	8	10	0	10
Charitable activities	9	887	360	1,247
<b>Total expenditure</b>		<b>897</b>	<b>360</b>	<b>1,257</b>
Net gains / (losses) on investments	16	402	0	402
<b>Net income / (expenditure)</b>		<b>102</b>	<b>(151)</b>	<b>(49)</b>
Transfers between funds	22	3	(3)	0
<b>Net Movement in funds</b>		<b>105</b>	<b>(154)</b>	<b>(49)</b>
<b>Reconciliation of Funds</b>				
Total Funds brought forward	23	4,531	1,239	5,770
<b>Total Funds carried forward</b>		<b>4,636</b>	<b>1,085</b>	<b>5,721</b>

## Statement of Financial Activities for the year ended 31 March 2023

	Note	Unrestricted funds £000	Restricted Restricted Income funds £000	Total Total Funds 2022-23 £000
<b>Incoming resources from generated funds:</b>				
Donations, legacies and grants	4	418	196	614
Charitable activities	5	330	0	330
Investments	7	161	39	200
<b>Total incoming resources</b>		<b>909</b>	<b>235</b>	<b>1,144</b>
<b>Expenditure on:</b>				
Raising Funds	8	10	0	10
Charitable activities	9	811	227	1,038
<b>Total expenditure</b>		<b>821</b>	<b>227</b>	<b>1,048</b>
Net gains / (losses) on investments	16	(286)	(84)	(370)
<b>Net income / (expenditure)</b>		<b>(198)</b>	<b>(76)</b>	<b>(274)</b>
Transfers between funds	22	(73)	73	0
<b>Net Movement in funds</b>		<b>(271)</b>	<b>(3)</b>	<b>(274)</b>
<b>Reconciliation of Funds</b>				
Total Funds brought forward	23	4,802	1,242	6,044
<b>Total Funds carried forward</b>		<b>4,531</b>	<b>1,239</b>	<b>5,770</b>

**Balance Sheet as at 31 March 2024**

	Note	Unrestricted funds £000	Restricted Income funds £000	Total 31 March 2024 £000	Total 31 March 2023 £000
<b>Fixed assets:</b>					
Investments	16	4,409	1,426	5,835	5,457
<b>Total fixed assets</b>		<b>4,409</b>	<b>1,426</b>	<b>5,835</b>	<b>5,457</b>
<b>Current assets:</b>					
Debtors	17	188	14	202	228
Cash and cash equivalents	18	474	167	641	527
<b>Total current assets</b>		<b>662</b>	<b>181</b>	<b>843</b>	<b>755</b>
<b>Liabilities:</b>					
Creditors: Amounts falling due within one year	19	435	522	957	442
<b>Net current assets / (liabilities)</b>		<b>227</b>	<b>(341)</b>	<b>(114)</b>	<b>313</b>
<b>Total net assets / (liabilities)</b>		<b>4,636</b>	<b>1,085</b>	<b>5,721</b>	<b>5,770</b>
<b>The funds of the charity:</b>					
Restricted income funds	23	0	1,085	1,085	1,239
Unrestricted income funds	23	4,636	0	4,636	4,531
<b>Total funds</b>		<b>4,636</b>	<b>1,085</b>	<b>5,721</b>	<b>5,770</b>

The notes on pages 5 to 17 form part of these accounts

Approved by the Trustees on XX January 2025 and signed on its behalf by:

Signed : .....

Name : ..... (Chair of Trustees)

**Statement of Cash Flows for the year ending 31 March 2024**

	Note	Total Funds 2022-23 £000	Total Funds 2022-23 £000
<b>Cash flows from operating activities:</b>			
<b>Net cash provided by (used in) operating activities</b>	21	<b>(122)</b>	<b>(46)</b>
<b>Cash flows from investing activities:</b>			
Dividend, interest and rents from investments	7	211	200
Proceeds from the sale of investments	16	25	0
<b>Net cash provided by (used in) investing activities</b>		<b>236</b>	<b>200</b>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>114</b>	<b>154</b>
<b>Cash and cash equivalents at the beginning of the reporting period</b>	18	527	373
<b>Cash and cash equivalents at the end of the reporting period</b>	18	<b>641</b>	<b>527</b>

## **Note on the accounts**

### **1 Accounting Policies**

#### **(a) Basis of preparation**

The financial statements have been prepared under the historic cost convention, with the exception of investments which are included at market value.

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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

In future years, the risks to the Charity are a fall in income from donations or investment income but the trustees have arrangements in place to mitigate those risks (see the risk management and reserves sections of the annual report for more information).

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

#### **(b) Funds structure**

Where there is a legal restriction on the purpose to which a fund may be put, the fund is classified as a restricted fund.

Restricted funds are those where the donor has provided for the donation to be spent in furtherance of a specified charitable purpose. The Charity's restricted funds tend to result from appeals, grants and legacies for specified purposes.

Those funds which are not restricted income funds, are unrestricted income funds which are sub-analysed between designated (earmarked) funds where the Trustees have set aside amounts to be used for specific purposes or which reflect the non-binding wishes of donors and unrestricted funds which are at the Trustees' discretion, including the general fund which represents the Charity's reserves. The major funds held in each of these categories are disclosed in note 23.

**(c) Incoming resources**

Income consists of donations, legacies, grants, income from charitable activities and investment income.

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

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

**(d) Incoming resources from legacies**

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

Receipt is probable when:

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

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

**(e) Resources expended and irrecoverable VAT**

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

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

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

**(f) Support costs**

Support costs are those costs which do not relate directly to a single activity. These include staff costs, costs of administration, internal and external audit costs. Support costs have been apportioned between fundraising costs and charitable activities on an appropriate basis. The analysis of support costs and the bases of apportionment applied are shown in note 12.

**(g) Fundraising costs**

The costs of generating funds are those costs attributable to generating income for the charity, other than those costs incurred in undertaking charitable activities or the costs incurred in undertaking trading activities in furtherance of the charity's objects. The costs of generating funds consists of expenses for fundraising activities.

**(h) Charitable activities**

Costs of charitable activities comprise all costs incurred in the pursuit of the charitable objects of the charity. These costs, where not wholly attributable, are apportioned between the categories of charitable expenditure in addition to the direct costs. The total costs of each category of charitable expenditure include an apportionment of support costs as shown in note 9.

**(i) Fixed Asset Investments**

Ethical Fund Investments are stated at mid-market value as at the balance sheet date, and Property Fund investments are stated at net asset value. Investment properties are included at their open market valuation. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

Quoted stocks and shares are included in the balance sheet at mid-market price, excluding dividend.

Other assets are valued on an open market basis by a professional valuer.

**(j) Debtors**

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

**(k) Cash and cash equivalents**

Cash at bank and in hand is held to meet the day to day running costs of the charity as they fall due.

**(l) Creditors**

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

**(m) Realised gains and losses**

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

**2. Key Judgements and Assumptions**

Average fund balances are used to apportion certain balances between restricted and unrestricted funds, which is deemed to be the most appropriate methodology to use.

There are no material assumptions judged to affect the 2023/24 accounts.

As at 31st March 2024, there is no other information to show that assets/liabilities would need to be materially adjusted during 2024/25.

**3. Related party transactions**

The Aneurin Bevan University Local Health Board is the sole beneficiary of the charity.

The charity had significant material transactions with Aneurin Bevan University Local Health Board as follows:

	2023-24		As at 31st March 2024	
	Expenditure to related party	Income from related party	Amounts owed to related party	Amounts due from related party
	£000	£000	£000	£000
Aneurin Bevan University Local Health Board	1,257	39	378	8

The Corporate Trustee has interests in related parties as follows:

Member	Related Organisation	Relationship with Related Party	2023-24		As at 31st March 2024	
			Expenditure to related party	Income from related party	Amounts owed to related party	Amounts due from related party
			£000	£000	£000	£000
Nicola Prygodzicz	Velindre NHS Trust	Sister is a Senior Nurse in the Corporate Nursing Team	4	0	1	0
Penny Jones	Monmouthshire County Council	Councillor	1	0	0	0
Martin Blakebrough	Kaleidoscope Project	Chief Executive	0	0	0	0

The Corporate Trustee has interests in a number of related parties. All transactions with those related parties have been reviewed and there are nil transactions except for those listed above.

The value of income from Kaleidoscope Project was less than £500 and therefore rounds to £0 in the above table.

**3. Related party transactions (continued)**

In 2022-23 the charity had significant material transactions with Aneurin Bevan University Local Health Board as follows:

	2022-23		As at 31st March 2023	
	Expenditure to related party	Income from related party	Amounts owed to related party	Amounts due from related party
	£000	£000	£000	£000
Aneurin Bevan University Local Health Board	1,048	24	144	31

The Corporate Trustee had interests in related parties as follows:

Member	Related Organisation	Relationship with Related Party	2022-23		As at 31st March 2023	
			Expenditure to related party	Income from related party	Amounts owed to related party	Amounts due from related party
			£000	£000	£000	£000
Glyn Jones	Welsh Ambulance Trust	Sister is Project Manager	0	21	0	0
Katija Dew	Newport Live	Trustee	1	0	0	0
Richard Clark	Torfaen County Borough Council	Elected Member, Executive Portfolio holder (Education) and Deputy Leader	0	0	0	0
Iwan Jones	Swansea Bay Health Board	Sister is Assistant Finance Director	4	2	0	2

The Corporate Trustee has interests in a number of related parties. All transactions with those related parties have been reviewed and there are nil transactions except for those listed above.

The value of transactions with Torfaen County Borough Council were less than £500 and therefore round to £0 in the above table.

#### 4. Income from donations, legacies and grants

	Unrestricted funds £000	Restricted Income funds £000	Total 2023-24 £000	Total 2022-23 £000
Donations	228	0	228	418
Legacies	0	44	44	146
Grants	0	165	165	50
	<b>228</b>	<b>209</b>	<b>437</b>	<b>614</b>

#### 5. Income from charitable activities

	Unrestricted funds £000	Restricted Income funds £000	Total 2023-24 £000	Total 2022-23 £000
Course income	149	0	149	219
Other income	9	0	9	111
	<b>158</b>	<b>0</b>	<b>158</b>	<b>330</b>

#### 6. Role of volunteers

Volunteers have the trust and understanding of the community and are invaluable in engaging with our patients and providing support to paid professionals . The services they provide include:

- welcome services at our hospitals, directing patients and visitors
- befriending service for patients in our hospitals and nursing homes
- end of life companion support for patients in our hospitals
- operating buffet /coffee bars through volunteer organisations such as the League of Friends
- raising funds to purchase equipment across our hospitals.

In accordance with the SORP, due to the absence of any reliable measurement basis, the contribution of these volunteers is not recognised in the accounts.

#### 7. Gross investment income

	Unrestricted funds £000	Restricted Income funds £000	Total 2023-24 £000	Total 2022-23 £000
Fixed asset equity and similar investments	189	0	189	190
Short term investments, deposits and cash	22	0	22	10
	<b>211</b>	<b>0</b>	<b>211</b>	<b>200</b>

**8. Analysis of expenditure on raising funds**

	<b>Unrestricted funds £000</b>	<b>Restricted Income funds £000</b>	<b>Total 2023-24 £000</b>	<b>Total 2022-23 £000</b>
Fundraising office	0	0	<b>0</b>	0
Fundraising events	0	0	<b>0</b>	0
Investment management	0	0	<b>0</b>	0
Support costs	10	0	<b>10</b>	10
	<b>10</b>	<b>0</b>	<b>10</b>	<b>10</b>

The investment management fee is shown as nil as this is deducted from capital held by the investment management company.

**9. Analysis of charitable activity**

	<b>Grant funded activity £000</b>	<b>Support costs £000</b>	<b>Total 2023-24 £000</b>	<b>Total 2022-23 £000</b>
Purchase of equipment	263	36	<b>299</b>	467
Building and refurbishment	166	23	<b>189</b>	18
Staff education and welfare	288	39	<b>327</b>	434
Patient education and welfare	380	52	<b>432</b>	119
	<b>1,097</b>	<b>150</b>	<b>1,247</b>	<b>1,038</b>

**10. Analysis of grants**

The majority of grants are made to the Health Board to provide for the care of NHS patients in furtherance of our charitable aims. The charity makes grants to individuals from one specific fund which is used to support nominated medical students from deprived areas. The total cost of making grants, including support costs, is disclosed on the face of the Statement of Financial Activities and the actual funds spent on each category of charitable activity is disclosed in note 9.

The trustees operate a scheme under which Fund Account Managers control how the Charity's designated funds should be spent. The day to day disbursements are in accordance with the directions set out by the trustees in the Charity's Standing Orders and Financial Instructions.

Where undesigned funds exist, the trustees do make grant awards based on applications from across the Health Board.

### 11. Movements in funding commitments

	Current liabilities £000	Non-current liabilities £000	Total 31 March 2024 £000	Total 31 March 2023 £000
Opening balance at 1 April	563	0	563	274
Movement in funding commitments	(188)	0	(188)	289
<b>Closing balance at 31 March 2024</b>	<b>375</b>	<b>0</b>	<b>375</b>	<b>563</b>

As described in notes 9 and 10, the charity awards a number of grants in the year. Many grants are awarded and paid out in the same financial year. However, some grants are paid over a longer period.

### 12. Apportionment of support costs

Support and overhead costs are allocated between fundraising activities and charitable activities. Governance costs are those support costs which relate to the strategic and day to day management of a charity.

	Raising funds £000	Charitable activities £000	Total 2023-24 £000	Total 2022-23 £000	Basis
<b>Governance</b>					
External audit	1	18	19	19	Average fund balance
Finance and administration	6	76	82	73	Average fund balance
<b>Total governance</b>	<b>7</b>	<b>94</b>	<b>101</b>	<b>92</b>	
Finance and administration	3	56	59	55	Average fund balance
<b>Total Finance and Administration</b>	<b>3</b>	<b>56</b>	<b>59</b>	<b>55</b>	
	<b>10</b>	<b>150</b>	<b>160</b>	<b>147</b>	
	Unrestricted funds £000	Restricted Income funds £000	Total Funds 2023-24 £000	Total Funds 2022-23 £000	
Raising funds	10	0	10	10	
Charitable activities	122	28	150	137	
	<b>132</b>	<b>28</b>	<b>160</b>	<b>147</b>	

### 13. Trustees' remuneration, benefits and expenses

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

### 14. Analysis of staff costs

The charity has no employees. Staff services are provided to the charity by Aneurin Bevan University Local Health Board, the Corporate Trustee of the charity, which has received reimbursement of £414,818 (2022-23: £167,563) for these services.

**15. Auditors remuneration**

The auditors remuneration of £19,764 (2022-23: £18,761) related solely to the audit of the statutory annual report and accounts.

**16. Fixed asset investments**

**Movement in fixed assets investments**

	Investment Properties £000	Investments Listed on Stock Exchange £000	Cash Held in Investment Portfolio £000	Other Assets £000	Total 2023-24 £000	Total 2022-23 £000
Market value brought forward	330	5,102	0	25	5,457	5,827
Add: additions to investments at cost	0	0	0	0	0	0
Less disposals at carrying value	(24)	0	0	0	(24)	0
Add any gain / (loss) on revaluation	(1)	403	0	0	402	(370)
Movement of cash held as part of the investment portfolio	0	0	0	0	0	0
<b>Market value as at 31st March 2024</b>	<b>305</b>	<b>5,505</b>	<b>0</b>	<b>25</b>	<b>5,835</b>	<b>5,457</b>

All investments are carried at their market value.

The investment valuation has been performed by CCLA Investment Management Limited.

The valuation of investment properties, consisting of a property and a small parcel of land, is based on a professional assessment of market value, by independent RICS (Royal Institute of Chartered Surveyors) qualified valuers at least every five years.

The significance of financial instruments to the ongoing financial sustainability of Aneurin Bevan University Health Board Charitable Fund is considered in the risk management section of the trustees' annual report.

The Charity receive the majority of their income in the form of donations. However, significant investments are made and are the source of the main financial risk.

Interest rate risk - the Charity is exposed to fluctuations in interest rates on the monies invested in deposits and the stock market.

Liquidity risk is the risk that the charity does not have sufficient available resources to enable it to meet its obligations as they fall due. The vast majority of expenditure is funded from donations and legacies and therefore the Charity is not exposed to significant liquidity risk. The Charity also holds around 6 months of expenditure in its cash balance to cover any short term fluctuations and holds a reserve to protect against any fluctuations in the value of investments. Investments can be converted into liquid cash easily and with short notice.

**17. Analysis of current debtors**

<b>Debtors under 1 year</b>	<b>Total 31 March 2024 £000</b>	<b>Total 31 March 2023 £000</b>
Accrued income	95	144
Trade Debtors	84	62
Prepayments	23	22
	<b>202</b>	<b>228</b>

**18. Analysis of cash and cash equivalents**

	<b>Total 31 March 2024 £000</b>	<b>Total 31 March 2023 £000</b>
Current Accounts	640	526
Petty Cash	1	1
	<b>641</b>	<b>527</b>

No cash or cash equivalents or current asset investments are held in non-cash investments or outside of the UK.

All of the amounts held on interest bearing deposit are available to spend on charitable activities.

**19. Analysis of liabilities**

<b>Creditors under 1 year</b>	<b>Total 31 March 2024 £000</b>	<b>Total 31 March 2023 £000</b>
Trade creditors	569	246
Deferred Income	376	181
Accruals	12	15
<b>Total creditors</b>	<b>957</b>	<b>442</b>

**20. Analysis of Deferred Income**

	<b>Total 1 April 2023 £000</b>	<b>Deferred £000</b>	<b>Released £000</b>	<b>Total 31 March 2024 £000</b>
Grant Income	164	300	(101)	363
Other Income	17	13	(17)	13
	<b>181</b>	<b>313</b>	<b>(118)</b>	<b>376</b>

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

	<b>Total 2022-23 £000</b>	Total 2022-23 £000
<b>Net income / (expenditure) (per Statement of Financial Activities)</b>	<b>(49)</b>	<b>(274)</b>
<b>Adjustment for:</b>		
(Gains) / losses on investments	<b>(402)</b>	370
Dividends, interest and rents from investments	<b>(211)</b>	<b>(200)</b>
(Increase) / decrease in debtors	<b>26</b>	3
Increase / (decrease) in creditors	<b>514</b>	55
<b>Net cash provided by (used in) operating activities</b>	<b><u>(122)</u></b>	<b><u>(46)</u></b>

**22. Transfer between funds**

Transfers have been actioned between Unrestricted funds during 2023/24 to streamline the number of funds in line with the Charitable Funds Committee plans to merge and reduce the number of Charitable Funds.

In previous years a grant received for clinical trials was allocated to an existing fund and reclassified / transferred as a Restricted fund. Now that the grant has been spent, the balance of that fund has been reclassified / transferred back as an Unrestricted fund.

**23. Analysis of funds**

**a. Analysis of restricted fund movements**

	<b>Balance 1 April 2023 £000</b>	<b>Income £000</b>	<b>Expenditure £000</b>	<b>Transfers £000</b>	<b>Gains and losses £000</b>	<b>Balance 31 March 2024 £000</b>
Gastroenterology Fellowship Legacy	110	0	(4)	0	0	106
Royal Gwent Childrens Ward Legacy	106	0	(9)	0	0	97
Nevill Hall Rheumatology Legacy	86	0	(3)	0	0	83
Renal Unit Legacy	74	0	(4)	0	0	70
Nevill Hall Coronary Care Legacy	70	0	(3)	0	0	67
Royal Gwent Coronary Care Legacy	141	0	(81)	0	0	60
Royal Gwent Haematology Legacy	61	0	(2)	0	0	59
Royal Gwent Breast Care Legacy	61	0	(2)	0	0	59
Other - 60 restricted designated funds	530	209	(252)	(3)	0	484
	<b><u>1,239</u></b>	<b><u>209</u></b>	<b><u>(360)</u></b>	<b><u>(3)</u></b>	<b><u>0</u></b>	<b><u>1,085</u></b>

The material funds specified in the above note will vary from year to year dependent on the closing year end balance.

We consider that a closing fund balance of £50,000 or greater are material for disclosure in these accounts.

### 23. Analysis of funds (continued)

The objects of each of the restricted funds are as follows:

The Gastroenterology Legacy fund was bequeathed to the charity to assist in colonoscopy practices within the Health Board.

The Royal Gwent Hospital Children's Ward Legacy Fund was bequeathed to the charity for the benefit of the Children's Ward. A proposal for the purchase of various equipment to improve patient care and access was approved by the Charitable Funds Committee.

The Nevill Hall Rheumatology Legacy Fund was bequeathed to the charity for the use of the Rheumatology department at the hospital.

The Renal Unit Legacy Fund was bequeathed to the charity for the purpose connected with the research and treatment of patients under haemodialysis treatment (kidney unit).

The Nevill Hall Coronary Care Legacy Fund was bequeathed to the charity for the use of the heart unit at the hospital.

The Royal Gwent Hospital Coronary Care Unit Legacy Fund was bequeathed to the charity for the provision of medical facilities, towards the cost of providing equipment for the heart unit at the hospital.

The Royal Gwent Haematology Fund was bequeathed to the charity for the Haematology Unit at the Royal Gwent Hospital.

The Royal Gwent Breast Care Legacy Fund was bequeathed to the charity for the Breast Care Unit at the Royal Gwent Hospital.

The other 60 restricted funds also related to monies bequeathed to the charity for various wards and departments.

**23. Analysis of funds (continued)****b. Analysis of unrestricted and material designated fund movements**

	Balance 1 April 2023	Income	Expenditure	Transfers	Gains and losses	Balance 31 March 2024
	£000	£000	£000	£000	£000	£000
ABUHB Charitable Funds Reserves	0	196		25	403	624
ABUHB Breast Centre	261	13	(14)			260
Royal Gwent Property, 13 Clytha Square	250					250
Royal Gwent Casting Techniques Course	104	24	(18)			110
St Woolos Springfield Community Ward Project	111	1	(4)			108
The Care Project	119	45	(59)			105
Nevill Hall Voluntary Body	94	15	(23)			86
ABUHB Covid-19	92	(1)	(5)			86
ABUHB Outpatients	76		(3)	8		81
ABUHB Charitable Funds Committee	106	13	(42)	(8)	(1)	68
Royal Gwent Breast Care Unit	70		(2)			68
ABUHB Media Fund	62					62
ABUHB Employee Well Being Service	84	1	(24)			61
Monmouth Chippenham Community Nurses	66		(6)			60
Royal Gwent Prostate Cancer Fund	63		(7)			56
ABUHB Post Graduate Fund	62	4	(10)			56
ABUHB Rheumatology	58		(3)			55
ABUHB Dinky Dragons	46	24	(15)			55
Royal Gwent Property, TP Price	81			(26)		55
Nevill Hall Windsor Suite	54	1	(3)			52
Royal Gwent Post Graduate Fund	47	6	(3)			50
Other - 324 unrestricted designated funds	2,625	255	(656)	4		2,228
	<b>4,531</b>	<b>597</b>	<b>(897)</b>	<b>3</b>	<b>402</b>	<b>4,636</b>

The trustees have delegated all unrestricted funds as designated funds to the ward or department the donations were intended for.

The material funds specified in the above note will vary from year to year dependent on the closing year end balance.

We consider that a closing fund balance of £50,000 or greater are material for disclosure in these accounts.

**24. Events after the reporting period**

Our CCLA investments have increased in value to pre-pandemic levels but growth in the year ahead is expected to be challenging as a result of the war in Ukraine and a slow down in the global economy.

## Statement of Trustee's Responsibilities

The law applicable to charities in England and Wales requires the Trustee to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustee should follow best practice and :

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

The Trustee is responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. The Trustee is responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustee confirms that they have complied with the above requirements.

### By order of the trustee

Ann Lloyd  
Trustee

Rob Holcombe  
Financial Trustee

Dated:

## **The independent auditor's report of the Auditor General for Wales to the trustee of Aneurin Bevan University Local Health Board Charitable Fund and Other Related Charities**

### **Opinion on financial statements**

I have audited the financial statements of Aneurin Bevan University Local Health Board Charitable Fund and Other Related Charities for the year ended 31 March 2024 under the Charities Act 2011. These comprise the Statement of Financial activities, Balance Sheet, Statement of Cash Flows and related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In my opinion the financial statements:

- give a true and fair view of the state of affairs of the charity as at 31 March 2024
- and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities Act 2011.

### **Basis for opinion**

I conducted my audit in accordance with applicable law and International Standards on Auditing in the UK (ISAs (UK)) and Practice Note 10 'Audit of Financial Statements of Public Sector Entities in the United Kingdom'. My responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of my report. I am independent of the charity in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, I have concluded that the use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work I have performed, I have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the body's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from when the financial statements are authorised for issue.

My responsibilities and the responsibilities of the trustee with respect to going concern are described in the relevant sections of this report.

### **Other information**

The other information comprises the information included in the annual report other than the financial statements and my auditor's report thereon. The trustee is responsible for the other information contained within the annual report. My opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in my report, I do not express any form of assurance conclusion thereon. My responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

## **Report on other requirements**

### **Matters on which I report by exception**

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

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

## **Responsibilities**

### **Responsibilities of the trustee for the financial statements**

As explained more fully in the statement of trustee's responsibilities set out on page 18, the trustee is responsible for preparing the financial statements in accordance with the Charities Act 2011, for being satisfied that they give a true and fair view, and for such internal control as the trustee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

### **Auditor's responsibilities for the audit of the financial statements**

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

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. I design procedures in line with my responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

My procedures included the following:

- Enquiring of management, including obtaining and reviewing supporting documentation relating to Aneurin Bevan University Local Health Board Charitable Fund and Other Related Charities' policies and procedures concerned with:
  - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances on non-compliance;
  - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud; and
  - the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.

- Considering as an audit team how and where fraud might occur in the financial statements and any potential indicators of fraud. As part of this discussion, I identified potential for fraud in the following areas: revenue recognition and posting of unusual journals.
- Obtaining an understanding of Aneurin Bevan University Local Health Board Charitable Fund and Other Related Charities' framework of authority as well as other legal and regulatory frameworks that the Aneurin Bevan University Local Health Board Charitable Fund and Other Related Charities operated in, focusing on those laws and regulations that had a direct effect on the financial statements or that had a fundamental effect on the operations of Aneurin Bevan University Local Health Board Charitable Fund and Other Related Charities.

In addition to the above, my procedures to respond to identified risks included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations discussed above;
- reading minutes of meetings of those charged with governance and the trustee; and
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

I also communicated relevant identified laws and regulations and potential fraud risks to all audit team and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

The extent to which my procedures are capable of detecting irregularities, including fraud, is affected by the inherent difficulty in detecting irregularities, the effectiveness of the Aneurin Bevan University Local Health Board Charitable Fund and Other Related Charities' control, and the nature, timing and extent of audit procedures performed.

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

Adrian Crompton  
Auditor General for Wales  
January 2025

24 Cathedral Road  
Cardiff  
CF11 9LJ

# 2023-2024



GIG  
CYMRU  
NHS  
WALES

Bwrdd Iechyd Prifysgol  
Aneurin Bevan  
University Health Board

# Annual Report & Accounts

**Aneurin Bevan University Local Health Board  
Charitable Fund and Other Related Charities**

**Trustee's Annual Report and Accounts  
2023-2024**

**Registered Charity No: 1098728**



# Aneurin Bevan Health Charity

## About Us

We are a registered charity, receiving monies given to Aneurin Bevan University Local Health Board from grateful patients, their loved ones and the wider community; thanking us for the NHS care and treatment they receive.

## Our Partner NHS Health Board

Aneurin Bevan University Local Health Board was established in October 2009 and achieved 'University' status in December 2013.

It is a multi-award-winning NHS organisation with a passion for caring and provides integrated acute, primary and community healthcare serving a population of 600,000 in Blaenau Gwent, Caerphilly, Monmouthshire, Newport, Torfaen and some services to the people of South Powys with a budget of just over £1.6 billion.

The Health Board is the largest employer in Gwent, employing 13,082 whole time equivalent (WTE) staff at the end of March 2024 and providing an exceptional workplace to start, grow and build a career. It offers flexible working and promotes a healthy work life balance with occupational health support and an ambitious plan for a Wellbeing Centre of Excellence for staff.

Our Clinical Futures strategy continues to enhance and promote care closer to home as well as high quality hospital care when needed. This includes the Grange University Hospital which provides specialist and critical care and is the newest addition to the clinical futures strategy.

**Without the Health Board,  
the Charity would not exist**



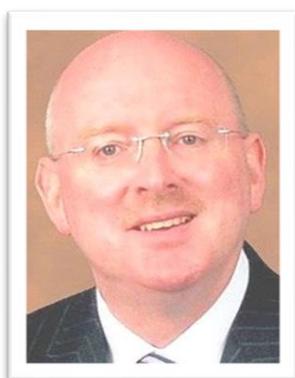
## Message from our Chair

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Thank you for taking the time to read this Annual Report and Annual Accounts for 2023-24. The final report provides information on our income received as well as our expenditure for the period mentioned above.

As a registered charity we welcome the support from the public, families, individuals and groups and others regarding donations for this important charitable work and we are most grateful for such contributions.

This annual report provides information which also explains how we have spent the money. Charitable funds were made available to help to improve the quality of life for the patients and individuals in Gwent, as well as supporting staff who deliver such wonderful care. There is such great work evidenced and to be helpful we have included some really useful and interesting case studies.



Finally, can I take this opportunity to say a huge thanks to the Charitable Funds Team of staff who do an incredible job in relation to producing this report. Also to recognise their excellent work throughout the year in supporting this charity - Much appreciated.

**Paul Deneen, Chair of the Charitable Funds Committee**

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## Message from our Chief Executive

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*Firstly, I would like to say a heartfelt thanks to everyone who made a donation, legacy or generated income for our Health Board charity. This funding made a real difference to many of our staff and services.*

*The Health Board continues to face financial challenges and I want to ensure we consider all the great ideas staff have on how we can better use our resources and avoid waste no matter how big or small the opportunity.*

*We continue to look to charitable funds to assist us in this, piloting projects, testing proof of concept and steering funds to where they are needed most.*

*Charitable funds provide opportunities to support staff wellbeing initiatives and events.*

*You will see from the highlights of our previous year, shown below, the types of projects we have been able to support which have made a real difference to staff and patients.*



**Thank You**

**Nicola Prygodzicz  
Chief Executive**

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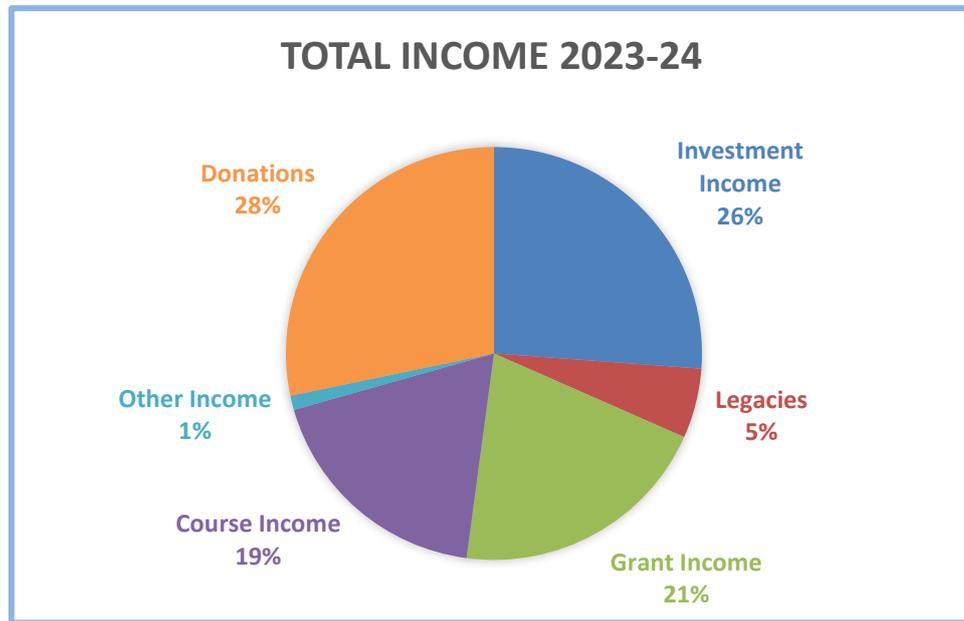
## Introduction

On behalf of the corporate trustee, we present the Aneurin Bevan University Local Health Board Charitable Fund and Other Related Charities Annual Report together with the audited financial accounts for the year ending 31<sup>st</sup> March 2024.

## 2023-2024 At a Glance

### INCOME

This year we received **£806,000**



### DONATIONS £228,000

The donations we received is thanks to the generosity of patients, their relatives and friends in recognition of the care and treatment received from Aneurin Bevan University Local Health Board.

### LEGACIES £44,000

We are extremely grateful to those individuals who have had the generosity to leave a gift to us in their will.

### GRANT INCOME £165,000

This money is received from external organisations to fund specific schemes / projects. Some of this funding was received from NHS Charities Together – monies raised by Captain Sir Tom Moore and others.

### COURSE INCOME £158,000

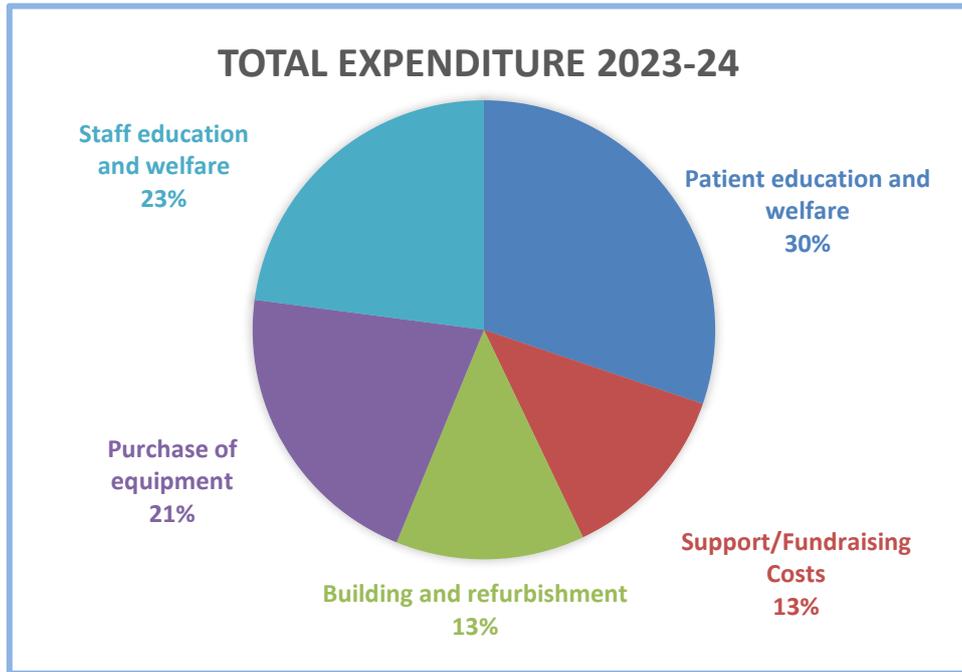
Fees and sponsorship for courses which are run mainly through our Postgraduate department.

**INVESTMENT  
INCOME  
£211,000**

We received this from our investment portfolio. This was up £11,000 on last financial year.

**This year we spent £1,257,000**

**EXPENDITURE**



This year, we have continued to use this money towards a project providing psychological support for patients introducing Cancer Café's; purchasing Christmas gifts for those patients in hospital during the festive season.

**PATIENT  
EDUCATION &  
WELFARE  
£380,000**

This was spent on a range of varied equipment across the Health Board with around £40k of this used to purchase defibrillators and cabinets in the community from our Jack's Appeal Fund.

**PURCHASE OF  
EQUIPMENT  
£263,000**

The main items consist of conferences and seminars, training course fees and related travelling expenses, subsistence and accommodation and support for employee well-being. Around £50k of this relates to medical student bursaries.

**STAFF  
EDUCATION &  
WELFARE  
£288,000**

We spent this mainly on various grounds and garden projects, improving the environment, making it better for our patients, staff and visitors.

**BUILDING &  
REFURBISHMENT  
£166,000**

This covers the cost of the Charitable Funds Team, Corporate support and auditor fee in administering the funds.

**SUPPORT COSTS  
£160,000**

***Charitable Funds are spent in line with the Charity's objects and are intended to provide those additional amenities that will improve the conditions under which patients are cared for and treated or staff work***

**KEY  
PURCHASE**

**Bladder scanner, CasGwent Ward,  
Chepstow Community Hospital**

Bladder scanners are portable, handheld ultrasound devices which can perform quick, easy and non-invasive scans of the bladder and is painless for the patient. It can be used to help identify bladder distension, causes of urinary frequency and bladder irritability and is useful in assisting with accurate assessments of hydration status. The purchase of an additional bladder scanner enables the nursing staff to use them at the patient's bedside which is beneficial to both patients and staff.



**KEY  
PURCHASE**

**Ocular Response Analysers x2 and Slit  
Lamp for Ophthalmology, Royal Gwent  
Hospital**



Patients seen by their local optometrist, suspected of having glaucoma are referred to the hospital ophthalmologists for diagnosis and treatment.

Glaucoma is an eye condition, more common in adults in their 70s and 80s, where the optic nerve that connects the eye to the brain becomes damaged. It is caused by a fluid build-up at the front of the eye which increases the pressure inside the eye. This equipment is used in assessing the condition.

**KEY  
PURCHASE**

**TULA Laser System for Urology, Royal  
Gwent Hospital**

The Transurethral Laser Ablation (TULA) laser allows removal of small bladder tumours in an outpatient setting as opposed to theatre. The equipment is a space saving, economical and versatile device and presents several benefits to patients including reduced infection and readmission rates, as well as optimised use of theatre and bed capacity.



Patients with bladder tumours currently require inpatient stay in hospital for resection, increasing risk of infection. Using the TULA laser, small, non-complex bladder tumours can be removed under local anaesthesia on an outpatient basis and minimises the turnaround time allowing more patients to be treated on a list. The TULA offers the potential to free up a significant number of theatre slots and overnight beds to be used for higher risk patients and will reduce the waiting times for both low and high-risk patients. It particularly benefits elderly patients with co-morbidities who may need multiple resections under anaesthesia.

## Key Purchase

### Benevision Central Monitoring System, Coronary Care Unit, Grange University Hospital

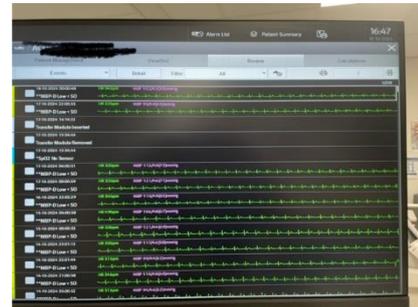
The Central monitoring system is used within the Acute Coronary Care Unit (ACU) which is a 17 bedded specialised cardiac unit located on Ward B2. We also have 11 telemetry boxes that enable the staff to monitor the patients that are within the hospital and not on our unit.



We provide continuous monitoring and a high dependency care area for cardiac conditions including heart attack, unstable angina, rhythm disturbance, cardiogenic shock and for those patients who have had catheter laboratory procedures such as insertion of devices like pacemaker and defibrillators and interventions such as angiograms/ angioplasties.



The Benevision Central Monitoring system allows us to continuously view the patients on the monitors and on the telemetry. It will display the cardiac rhythms and inform us of any changes. We can set the monitor to see all the area or if we want to review one specific patient, we can use the monitor to get exact information for example if there have been any events, and graphic trends.



All this information is vital for patient safety whilst they are in hospital and to ensure the patient gets the correct treatment.

## KEY PURCHASE

### Other Medical Equipment

- Simulate Realiti Go Simulation System, Critical Care Unit, Grange University Hospital.
- ECG Arrhythmia Detection Equipment, Ward A, Grange University Hospital.

The NHS was 75 on 5<sup>th</sup> July 2023. As a Health Board we are privileged to be named after its founder. To commemorate the 75<sup>th</sup> anniversary of the NHS, staff across our services held celebrations, events and parties to mark this special birthday.



A few photos from the wards at Ysbyty Aneurin Bevan. All the wards put on tea parties for staff and patients to celebrate NHS 75 - fun party activities included musical bingo and watching old films. Nurses also dressed up in 1940s uniform and decorated the wards for the occasion!



Whatever the occasion, our patients and our staff love to get involved. Donations to the wards help pay for these celebrations. Whether it is for balloons and bunting, easter eggs, themed afternoon teas for the patients or a mince pie in July (mince pies are not just for Christmas); these small things make a big difference.

## Raffles

## Staff raising funds

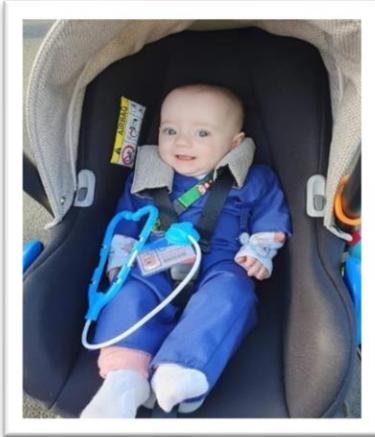


Staff on Ward C6 West in Royal Gwent Hospital raising funds for their ward so that they can make a difference.



**Aww.....**

## **Little Francesca raising funds**



Little Francesca-Rae dressed up as her favourite superhero, a NICU nurse, to take part in a sponsored walk-in aid of Dinky Dragons, and so far, has raised over £425!

Dinky Dragons is part of our registered charity and provides support to families during and after their NICU journey and raise funds for specialist equipment.

Francesca-Rae was born in the Grange University Hospital in January 2023, 13 weeks early, weighing just 1lbs 6oz (643g).

She thinks NICU nurses are true superheroes, and Francesca-Rae and her family are extremely grateful for the care and support they received during their stay!

“Dinky Dragons” is the name of the fundraising group for our Neonatal Intensive Care Unit.



**And.....**

## **Don't forget the Mums**

The Mothers' Union in Caldicot, led by Jean Hackett, held an afternoon tea recently and raised over £400 to help purchase items for the two upgraded houses on GUH site that are for parents of babies in NICU.

We are so grateful for their ongoing support and the array of items donated - from Halogen Ovens and travel cots to linens and home decor items - as well as essential items for the babies onsite.

Some of the ladies were able to visit the family area of NICU and staff joined them to express their gratitude for such generous support.



### Make their Day!

Just when you're having a quiet day, 72 teddy bears turn up!

A huge thank you to the lovely people from TLC Monmouthshire who made everyone's day on the unit by bringing the teddies.

It definitely brought a smile to Chester's face and to everyone in the photo!

It's fantastic when people make donations for the children in hospital. We are incredibly grateful and really hope TLC Monmouthshire have the time to visit the children again very soon!





In partnership with the Shaw Foundation, our Care Fund Project is used to identify individuals from less privileged backgrounds, with a potential to become qualified doctors by supporting them with a programme of mentoring and financial support. The project looks at innovative ways to encourage and train these individuals with the necessary skills and knowledge to obtain a place in medical school and support them through the training process to hopefully lead to them becoming active doctors within the Health Board locality.

**We are delighted to announce that we have a second student who has qualified this year and is staying in South Wales completing their foundation training.**

*'I am pleased to share that I graduated as a doctor in July and have now begun my medical career at the University Hospital of Wales, where I will be working for the next two years. I hope to continue living and working in Wales throughout my training and beyond. None of this would have been possible without the invaluable support and funding from the Care Fund bursary. I am forever grateful for the opportunity it has provided me, and I look forward to contributing to the health and wellbeing of my community here in Wales.'*

The following comments have been received from other recipients of our Care Project Bursary Fund:

#### **Student A**

The bursary I received in 2023 was instrumental in supporting my academic journey and overall well-being. As a student with limited financial resources, the bursary alleviated a significant portion of the financial burden associated with commuting. This support allowed me to allocate more time and energy to my studies, without the constant worry of balancing financial constraints.

The bursary also provided me with the means to afford essential study materials and resources, which would have otherwise been challenging to obtain. The ability to attend all lectures and optional sessions consistently

was so important in gaining a deeper understanding of the lecture content and in forming meaningful connections with my peers.

I am very grateful for the opportunities this bursary afforded me. Without it, my capacity to participate fully in my academic and extracurricular activities would have been significantly hindered. The bursary not only supported my educational aspirations but also allowed me to engage more fully in the university community, for which I am truly thankful.

I have grown both personally and academically. I am now one of the Presidents of the Med Prep Society, a role that allows me to lead and organise teaching sessions for incoming first-year students. This position feels incredibly rewarding, as it enables me to actively contribute to the academic development of my peers while developing my own leadership skills.

**Student B**

*The bursary that I received last year allowed for me to receive an iPad and MacBook which heightened my studies, allowing me to work, revise and research much more effectively for my course. The grant also gave me more financial peace of mind and allowed me to continue my sports membership, which I found essential to disconnect from university in stressful times. It also allowed me to dedicate more time to studies instead of working extra shifts.*



## Jacks Appeal



Jack was a very fit and healthy 15-year-old. Being a grade A\* student he had been successful in gaining a scholarship at Cardiff Sixth Form College, representing Wales in Taekwondo across Europe.

On 12<sup>th</sup> February 2012 Jack became one of the 12 young people who die suddenly each year from an un-diagnosed heart condition. He had no signs or symptoms before his heart suddenly stopped. Jack had never been ill, so his cardiac arrest and death came as a complete shock.

Jack's family still have no answers as to why their precious boy became unconscious and never woke up.

Jack's family have channelled their grief setting up several charities and work streams in Jack's memory. At the time of Jack's death, all local leisure centres had been provided with Automated External Defibrillators (AEDs) but not the schools.

Because of what happened to Jack, a fund called "Jack's Appeal" was set up with Aneurin Bevan Health Charity to be used to prevent such heart-related tragedies. Working together, all schools in Gwent have been provided with an AED. We have also supplied AEDs to sports clubs and other community groups.

Our focus now is to provide communities with 24/7 public access Defibrillators, externally housed in secure cabinets.



***All donations no matter how small will help keep Jack's memory going. You can donate to help support the purchases of defibrillators, wall cabinets and consumables such as defibrillator pads and batteries.***

## NHS CT Grant

## Enhanced Psychological Programme in cancer Supporting the emotional needs of our patients

NHS Charities Together (NHS CT) allocated money for supporting Covid-19 projects across the NHS in the UK to be accessed through individual bodies' charitable funds; we successfully obtained a grant of £308,000 for psychological support for people accessing cancer services.

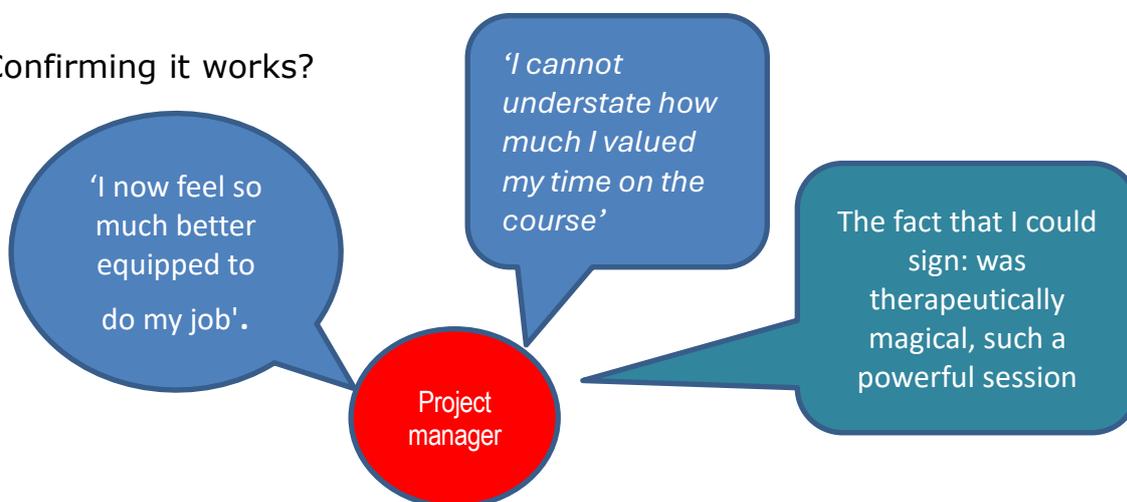
The enhanced psychological programme includes:

- Staff training: recognising and responding to psychological distress
- Clinical supervision
- Psychological support for patients that require it, across all cancer pathways
- Peer and volunteer support
- Increased support for vulnerable groups
  - LGBTQI plus
  - Deaf/Sensory loss
  - Diverse populations
  - Inequities
  - Digital inclusion

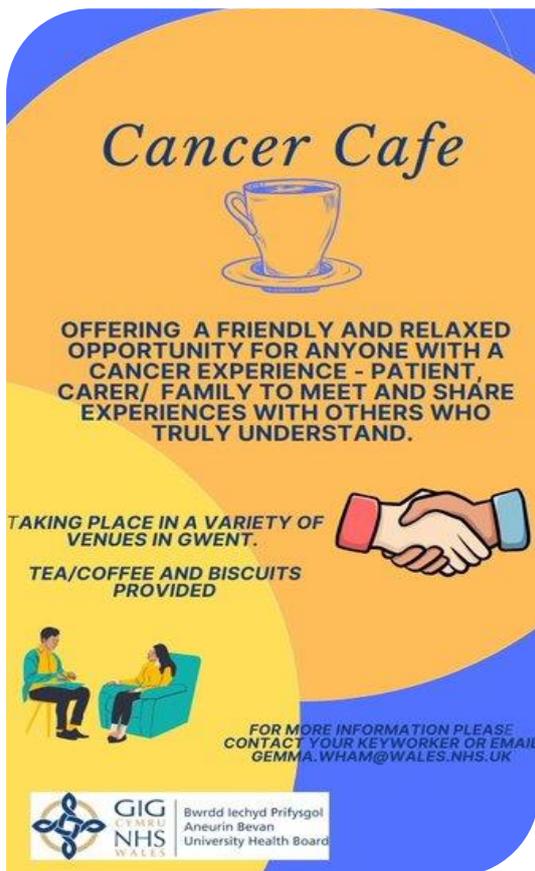
What makes it work?

Skills	Training & Education
Ability	Expertise, Time, Guidance, Mentorship
Opportunity	Resources, Co-ordination, Navigation
Motivation & Engagement	Awareness, Purpose, Patient Feedback

Confirming it works?



The cancer café workstream is a core area of activity of the 'Enhanced Psychological Support' project. The cafes encompass offering peer support, and a friendly and relaxed opportunity for anyone with a cancer experience (patient, carer/ family, to meet and share experiences with others who truly understand. The cafés are supported by ABUHB trained volunteers and take place in a variety of community venues in all boroughs of ABUHB. Each session is 2 hours in duration and refreshments are provided.



Following the success of our first Cancer Cafe at Caerphilly Library in October, the Cancer Cafe continued to take place for the remainder of 2023 and is hosted twice a month at locations across the Gwent borough from January 2024.

Hosted by the Enhanced Psychological Care team and supported by a group of Volunteers, the cafe offers a friendly and relaxed opportunity for anyone with a cancer experience (patient, family or carer) to meet and share experiences with others who truly understand.



**Gemma Wham**

Project Manager - Enhanced Psychological Support

**Verbal Quotes/ Feedback from attendees:**

- 'I felt so positive after leaving'.
- 'I am so pleased I have made it today and will come again'.
- 'A huge well-done for organising this -it is exactly what we need, and I need - a great support and has impacted me greatly - thank you'.
- 'These cafes really are a great resource for those of us trying to move on. It really does help such a lot to speak to other people & realise we are all dealing with the same things.'

## What's new Breast Unit at Ysbyty Ystrad Fawr opens

On Monday 5<sup>th</sup> February 2024, the brand-new Breast Care Unit at Ysbyty Ystrad Fawr welcomed Gwent patients for the very first time!

The Unit brings together diagnostic, treatment and surgical services that were spread across three hospitals.



## Contact Us

### Charitable Funds Team

Alison Griffiths – Charitable Funds Manager



Linda Proudman – Charitable Funds Officer  
(until September 2023)

Wendy Keyte – Charitable Funds Officer



Sue Turley – Charitable Funds Officer

Logan Pewtner – Finance Trainee  
(from October 23 to April 24)



### By E-mail

[Charitable.funds.ABB@wales.nhs.uk](mailto:Charitable.funds.ABB@wales.nhs.uk)

### By Phone

01495 765431

# Charity Governance, Audit and Finance

## 1. Reference and Administrative Details

**Charity Name:** Aneurin Bevan University Local Health Board Charitable Fund and Other Related Charities

**Charity Working Name:** Aneurin Bevan Health Charity

**Registered Charity No:** 1098728

**Address of Charity:** Headquarters  
St Cadoc's Hospital  
Lodge Road  
Caerleon  
Newport  
NP18 3XQ

### Administration of the Charitable Funds:

The accounting records and the day-to-day administration of the funds are undertaken by:

Charitable Funds Section  
Corporate Finance Department  
Aneurin Bevan University Local Health Board  
Block C, Mamhilad House  
Mamhilad Park Estate  
Pontypool, Torfaen  
South Wales NP4 0YP

Tel No: 01495 765431

E-mail: [Charitable.funds.ABB@wales.nhs.uk](mailto:Charitable.funds.ABB@wales.nhs.uk)

### Professional Advisors:

**Bankers:** National Westminster Bank PLC  
Government Banking Parklands  
De Havilland Way  
Horwich  
Boulton  
BL6 4YU

Santander  
Customer Services Centre  
Bootle  
Merseyside  
L30 4GB

**Investment Managers:** CCLA Investment Management Limited  
1 Angel Lane  
London  
EC4R 3AB

**External Auditors:** The Auditor General for Wales  
Audit Wales  
1 Capital Quarter  
Tyndall Street  
Cardiff  
CF10 4BZ

**Internal Auditors:** NHS Wales Shared Services Partnership  
Audit & Assurance Services  
4-5 Charnwood Court  
Heol Billingsley  
Parc Nantgarw  
Cardiff  
CF15 7QZ

**VAT Advisor:** Ernst & Young LLP  
The Paragon  
Counterslip  
Bristol  
BS1 6BX

**Legal advice  
For T P Price Estate** Douglas-Jones Mercer Solicitors  
Axis Court  
16 Mallard Way  
Swansea Vale  
Llansamlet  
Swansea  
SA7 0AJ

**Estate Management  
For TP Price Estate:** NHS Wales Shared Services Partnership  
Specialist Estate Services  
3<sup>rd</sup> Floor, Companies House  
Crown Way  
Cardiff  
CF14 3UB

Savills  
2 Kingsway  
Cardiff  
CF10 3FD

**Valuations for  
13 Clytha Square:**

The District Valuer  
District Valuer Services  
Ty Rhodfa  
Ty Glas Road  
Llanishen  
Cardiff  
CF14 5GR

**Valuations for Painting:**

Bonhams  
7-8 Park Place  
Cardiff  
CF10 3DP

## 2. Structure, Governance and Management of Charitable Funds

### Objects of the Charity

The objects of the charity are as follows:

*The main purpose of the charity is to apply income for any charitable purpose relating to the National Health Service delivered by Aneurin Bevan University Local Health Board.*

The corporate trustee is Aneurin Bevan University Local Health Board. The executive directors and independent members of the Board share the responsibility for ensuring that the health board fulfils its duties as a corporate trustee in managing charitable funds.

The chair and independent members of the Board are appointed by the Welsh Government and the executive directors are appointed by the Health Board.

### Trustee Arrangements

Aneurin Bevan University Local Health Board is the corporate trustee of the Charity. The directors who served the Aneurin Bevan University Local Health Board during the year to 31<sup>st</sup> March 2024 were as follows:

Name	Designation	Dates (if less than full year)
<b>Executive Directors</b>		
Nicola Prygodzicz *	Chief Executive	Full Year
Hannah Evans	Director of Strategy, Planning and Partnerships	From 01/04/2023
Christopher Dawson-Morris	Interim Director of Planning and Performance	Until 02/04/2023

Rob Holcombe *	Director of Finance and Procurement	Full Year
Dr James Calvert	Medical Director / Deputy Chief Executive	Full Year
Sarah Simmonds	Director of Workforce and OD	Full Year
Jennifer Winslade	Director of Nursing	Full Year
Peter Carr	Director of Therapies and Health Sciences	Full Year
Tracy Daszkiewicz	Director of Public Health	From 01/04/2023
Dr Chris O'Connor	Interim Director of Primary, Community and Mental Health Services	Until 30/04/2023
Leanne Watkins	Director of Operations	Until 30/04/2023
Leanne Watkins	Chief Operating Officer	From 1/05/2023
<b>Independent Members</b>		
Ann Lloyd	Chair	Full Year
Pippa Britton	Vice Chair	Interim until 02/5/2023
Shelley Bosson	Independent Member (Community)	Full Year
Louise Wright *	Independent Member (Trade Union)	Full Year
Richard Clarke	Independent Member (Local Authority)	Full Year
Professor Helen Sweetland	Independent Member (University)	Full Year
Paul Deneen *	Independent Member (Community)	Full Year
Iwan Jones *	Independent Member (Finance)	Full Year
Dafydd Vaughan	Independent Member (Digital)	Full Year
Martin Blakebrough	Independent Member (Third Sector)	From 03/05/2023
Penny Jones	Independent Member (Community)	From 15/01/2024
<b>Directors in Attendance</b>		
Paul Solloway	Director of Digital	From 28/06/2023
<b>Special Advisors to the Board</b>		
Phil Robson	Special Advisor to the Board	Full Year
<b>Associate Members</b>		
Vacant	Chair, Stakeholder Reference Group	Full Year
Vacant	Chair, Health Professionals Forum	Full Year

Vacant	Director of Social Services	Full Year
<b>Director of Corporate Governance</b>		
Rani Dash	Director of Corporate Governance	Full Year

\* Members of the Charitable Funds Committee.

### Charitable Funds Committee

The Board of Aneurin Bevan University Local Health Board, as the corporate trustee, delegates its governance work to the Charitable Funds Committee which is a subcommittee of the Board. The Committee is required to:

- Control, manage and monitor the use of the fund's resources for the public benefit having regard for the guidance issued by the Charity Commission.
- Provide support, guidance and encouragement for all its activities whilst managing and monitoring the receipt of all income.
- Ensure that 'best practice' is followed in the conduct of all its affairs fulfilling all its legal responsibilities.
- Ensure that the Investment Policy approved by the Health Board is adhered to and that performance is continually reviewed whilst being aware of ethical considerations.
- Keep the Health Board fully informed on the activity, performance and risks of the charity.

Membership of the Charitable Funds Committee is as follows:

Name	Designation	Dates (if less than full year)
<b>Charitable Funds Committee Members</b>		
Paul Deneen	Independent Member (Community)	Full Year
Louise Wright	Independent Member (Trade Union)	Full Year
Iwan Jones	Independent Member (Finance)	Full Year
Nicola Prygodzicz	Chief Executive	Full Year
Rob Holcombe	Director of Finance and Procurement	Full Year

The following also attended the committee with other staff as appropriate for specific agenda items:

Name	Designation	Dates (if less than full year)
<b>In Attendance</b>		
Mark Ross	Assistant Director of Finance, Financial Systems & Services	Full Year
Estelle Evans	Head of Financial Services and Accounting	Full Year
Rani Dash	Director of Corporate Governance	Full Year
Michelle Jones	Head of Board Business - Corporate Services	Full Year

Independent Members are appointed to hold office for a period of up to four years in any one term. During this time, a member may resign or be removed by the Board. The Chair of the Health Board keeps under review the membership of Board Committees to ensure changes are made regularly to refresh the membership of each committee and respond to circumstances when new members join the Board.

### **Trustee Induction and Training**

As part of their induction programme, new Executive and Independent Members of Aneurin Bevan University Local Health Board are made aware of their responsibilities as Board members and as a Corporate Trustee of Aneurin Bevan University Local Health Board Charitable Fund and Other Related Charities.

At each Charitable Funds Committee meeting, members are advised of any changes in legislation or other requirements relating to charities.

The Board received a Development Session on the Charities Act 2022 in July 2024.

### **Public Benefit**

The objects of the charity are such that all expenditure from the charity is for the benefit of the National Health Service and as such is therefore for 'public benefit'. The Charitable Funds Committee is aware of its duties in relation to public benefit and ensures that all expenditure fulfils public benefit criteria. This is demonstrated further in this report in the Expended Resources Section of Item 7.

### **Management of Funds**

The Director of Finance is responsible for the day-to-day management and control of the administration of charitable funds and reports to the Charitable Funds Committee. The Director of Finance has responsibility for ensuring that:

- The spending is in accordance with the objects and priorities agreed by the Charitable Funds Committee.
- The criteria for spending charitable monies are fully met.
- All accounting records are maintained.
- Devolved decision making or delegated procedures are in accordance with the policies and procedures set out by the Board on behalf of the corporate trustee.

Within the charity there are 408 internal funds which are delegated to authorised fund holders to approve expenditure within predefined limits. All expenditure requests exceeding £25,000 are subject to Committee approval. A further 5 funds are controlled by the Charitable Funds Committee. The Health Board has a formal procedure that sets out guidance to delegated fund managers to aid them in the process of approving appropriate expenditure from funds.

### **3. Strategic Objectives & Activities**

Charitable Funds received by the charity are accepted, held and administered as funds held on trust in accordance with the National Health Service (Wales) Act 2006.

The principal areas in which the funds are applied for the benefit of the public are:

- The purchase of medical equipment for use by Aneurin Bevan University Local Health Board.
- The provision of patient welfare activities and amenities.
- The education and welfare of staff.

The corporate trustee fulfils its legal duty by ensuring that funds are spent in accordance with the objectives of each fund. The trustee respects the wishes of our generous donors to benefit patient care and advance good health and welfare of patients and staff.

The charity is constituted of 345 unrestricted and designated funds and 68 restricted funds as at 31<sup>st</sup> March 2024. Material fund details are shown in Note 23 to the accounts. The current structure of the individual funds reflects the fact that most of the income and expenditure is focused where patients receive services. Fund managers exercise control over the funds donated to their management area.

### **4. Risk Management**

The main risks associated with the charity relate to:

- Financial controls risk.

- Investment risk.

### **Financial Control Risk**

A financial control procedure has been developed for Charitable Funds and agreed with the Charitable Funds Committee and approved by the Audit Risk & Assurance Committee to ensure that there are sufficient management controls in place to ensure regulatory compliance and minimise risk of fraud and error. Specifically, to:

- Ensure the spending is in accordance with the objects of the charity and the priorities agreed by the Charitable Funds Committee.
- Ensure the criteria for spending charitable funds are fully met.
- Ensure all accounting records are maintained.
- Ensure devolved decision-making is within specified parameters.

All other Financial Control Procedures covering core financial systems within Aneurin Bevan University Local Health Board are also applied to the financial administration of the charity.

An internal audit is undertaken periodically, based on the assessment of risk, to evaluate the adequacy of procedures and controls in place and to test compliance against those procedures. Audit Reports are presented to both the Charitable Funds and Audit Risk & Assurance Committee of the Health Board and this is a key measure in mitigating control risk. The latest Internal Audit report carried out in November 2021 provided substantial assurance on controls covering charitable funds. This definition of assurance generally means there is substantial assurance that arrangements to secure governance, risk management and internal control are suitably designed and applied effectively and that few matters require attention and are compliance or advisory in nature. Financial reports showing the income statement and balance sheet together with analysis of significant financial changes are reported to each Charitable Funds Committee meeting. In addition, the Charitable Funds Committee reviews the draft annual accounts while the Board approves the final annual accounts of the charity.

The external audit of the accounts is undertaken by the Auditor General for Wales. The accounts have historically received an unqualified audit opinion.

### **Investment Risk**

This risk is mitigated by investing in a diversified portfolio of investments through the professional advice of investment managers. Our investment managers, CCLA, usually attend the

Charitable Funds Committee annually to present and discuss investment performance and strategy.

## 5. Reserves Policy

The Charitable Funds Committee reviews the Charity's reserve policy, observing both Charity Commission guidance on reserves and the current level of funds held.

If reserves are too high, the charity is retaining funds without justification and this could constitute a breach of trust. If reserves are too low, the fund's ability to meet future commitments or needs may be at risk.

The Charity operates on the basis that it only spends what it has received and does not rely on future donations to meet its commitments. Therefore, the reserves should be set at a level sufficient to cover the liabilities that face the charity, namely the cost of administering the funds and any unrealised losses and to hold some money in reserve to act as a buffer against stock market fluctuations.

The corporate trustee fully understands the need to regularly review the level of reserves and the charity's activities and operations so that future reserves can be maintained at a level which will mitigate the risk of significant fluctuations in the levels of donations and investments, and provide financial stability for the charity, to ensure that its aim of being able to apply charitable funds within a reasonable time is achieved.

Due to the unrealised loss on investments in 2022/23 the reserves held were utilised to mitigate the loss incurred. The Charitable Funds Committee approved the creation of a new reserve to offset any future loss on investments by retaining the interest and dividends for 2023/24 and 2024/25 together with any unrealised gain. The balance of the reserve held is £624,000.

The charitable funds reserve value is reviewed annually.

## 6. Grant Making Policy

The use of our funds is restricted by the governing document which established the charity for purposes connected with the NHS. Grants consist of:

### General Funds

This consists of donations received by the charity where no preference as to its expenditure has been expressed by donors. The

Charitable Funds Committee decides on how these funds should be spent by receiving requests from across the Health Board. The value of general funds held is £106,000. There are also fixed asset valuations totalling £330,000 which includes 2 investment properties (£305,000) and 1 painting (£25,000).

### **Designated Unrestricted Funds**

These consist of donations where a particular part of the hospital or activity was nominated by the donor at the time their donation was made. Whilst their nomination is not binding on the trustee, the designated funds reflect these nominations. The value of the designated unrestricted funds is £4,636,000.

### **Restricted Funds**

These consist of legacies and grants where a legal document and signed agreement restricts the use to the terms of the bequest/agreement. The value of restricted funds held is £1,085,000.

During the year the charity made grants of £1,097,000 representing 87% of the total charitable expenditure. In making grants the trustee requires that the activity falls within the objectives of the charity and relate to the specific purpose of the individual funds from which it is being met.

## **7. Review of our Finances, Achievements and Performance**

The financial statements for 2023-24 are presented at the end of this report.

The net assets of the Charity as at 31<sup>st</sup> March 2024 were £5,721,000 (2023 £5,770,000). Overall net assets decreased by £49,000.

### **Incoming Resources**

Incoming resources when comparing against the 2022/23 position were £338,000 lower than the previous year. Donations decreased by £190,000, legacies decreased by £102,000, investment income increased by £11,000, grant income decreased by £115,000 and income from charitable activities decreased by £172,000.

The charity received four legacies during the year, total value £44,000 (2022-2023 five legacies, value £146,000).

The charity received five new grants in 2023-2024 totalling £208,000 (2022-2023 four new grants, value £130,000) of which £300,000 has been carried forward to 2024-2025. Additional income of £154,000

has been received in respect of an existing grant. Income of £101,000 brought forward from prior years has been released to meet expenditure in the current year.

## **Expended Resources**

Charity expenditure for the year totalled £1,257,000, an increase of £209,000 from the previous year. Expenditure for the year was across several categories as follows:

### **I. Purchase of Equipment**

Total expenditure on equipment was £263,000. This was on a range of varied equipment across the Health Board.

### **II. Building and Refurbishment**

Total expenditure on building and refurbishment was £166,000.

### **III. Patients Education and Welfare**

Total expenditure on patients' welfare and amenities was £380,000. This consists of various therapies, seasonal activities, support groups and other items of expenditure to benefit patients.

### **IV. Staff Education and Welfare**

Total expenditure on staff education and welfare was £288,000. The main items consist of seminars, training course fees, textbooks, professional journals and related travelling, subsistence and accommodation expenditure.

### **V. Fundraising Costs**

There were no specific fundraising costs this financial year.

### **VI. Support Costs**

Total expenditure on support costs was £160,000. This includes the audit fee of £20,000 and costs of the charitable funds office and corporate support.

## **Investment Properties**

Investment properties owned by the charity are the T P Price Estate £55,000 and 13, Clytha Square, Newport £250,000. T P Price Estate consists of one small parcel of land.

13 Clytha Square, Newport is a large Victorian building in the centre of Newport which is rented to Aneurin Bevan University Local Health Board to use as offices.

Income from the investment properties was £14,000 (2022-2023 - £16,000).

### Investments on the Stock Exchange

The charity's investments are managed by CCLA Investment Management Limited, with the aim of managing the funds to achieve a balance of growth and income.

The charity's investment policy does not allow managers to invest in those companies whose main business is related to the production or sale of tobacco or alcohol, or those companies involved in the arms trade.

Details of the investments (including cash held as part of the investment portfolio) and investment performance for 2023-2024 are shown in the table below:

#### Investment Performance 2023-24

	<b>CCLA</b>
	<b>£000</b>
Balance 1 April 2023	5,102
Acquisitions	0
Disposals	0
Movement of Cash	0
Realised Gains/(Loss)	0
Unrealised Gains/(Loss)	403
<b>Balance 31 March 2024</b>	<b>5,505</b>
<b>Income</b>	<b>174</b>
<b>Gains/(Loss) %</b>	<b>7.60%</b>
<b>Returns %</b>	<b>3.28%</b>

### Other Investments

"The Domestic Chaplain", a painting donated to the charity many years ago is valued at £25,000 and is currently on loan to the National Museum of Wales, Cardiff.



## 8. Key Achievements

### Funding

The charity supported many bids from across the organisation from its general funds and via the 413 delegated charitable fund accounts. This support significantly enhanced services for the patients and staff in the Aneurin Bevan University Local Health Board.

### Charitable Funds Strategy

Progress on streamlining funds has continued throughout the year.

### Fundraising

Our fundraising campaign to supplement a new Breast Care Centre which opened in February 2024 in Ysbyty Ystrad Fawr has ended but the fund remains open for general donations to the unit.

### Investment Management

Following a competitive retendering exercise last year, CCLA were reappointed to provide investment management services to the charity from 1<sup>st</sup> April 2023 for a term of 3 years with an option to extend for an additional year. We continue to invest in their ethical investment fund.

### Governance Arrangements

The accounts and trustees annual report have always been produced on time with unqualified audit opinions and filed on time with the Charities Commission.

## 9. Plans and Objectives for the Future

Income continues to be received by the charity due to the generosity of the public in recognition of the care and treatment received from the Health Board. The charity will continue to use its funds to improve patient experience.

Other objectives for the forthcoming year are to:

- Consider the effectiveness of support to staff in working with partners to obtain grants from companies, external organisations and charities for identified equipment and projects.

- Explore the objectives of the charity to ensure they remain relevant and appropriate for the Health Board.
- Ensure that all accounting or charity regulatory requirements are fully complied with.
- Continue to review funds for the redesign of service, in line with Clinical Futures Strategy.

## 10. Events since the Year End

- Information from our investment company in August 2024 suggests:
  - ❖ Another volatile month for equities, but most major markets end positively
  - ❖ Inflation will continue to fall, supporting expectations of lower interest rates
  - ❖ Economic indicators pointing to continuing growth, albeit at a modest pace

Continuing positive, if modest, economic growth should bode well for corporate earnings and hence for equity returns over the medium term. Markets will remain alert, though, to emerging macroeconomic data and commentary from central banks, responding to reflect any implications that new information may have for the path of monetary policy.

Meanwhile it is always possible for geopolitical developments, especially when they arise without warning, to destabilise markets. Volatility is therefore likely to remain a feature of equity markets but need not undermine positive outcomes in the medium term. For long-term investors who are able to focus on the fundamental economic drivers of companies' long-term returns, price movements which are influenced by more transient shifts in sentiment can in fact present opportunities to add value.

- In October 2023 we sold the last remaining ground lease held within the T P Price Estate at auction.
- The Charitable Funds Committee have received approval from the Health Board to sell the property 13 Clytha Square, Newport.

**Approved on behalf of the Corporate Trustee**

**Ann Lloyd CBE  
Chair  
Aneurin Bevan University Local Health Board**

**Date:**



**CYFARFOD BWRDD IECHYD PRIFYSGOLN**  
**ANEURIN BEVAN**  
**ANEURIN BEVAN UNIVERSITY HEALTH BOARD**  
**MEETING**

<b>DYDDIAD Y CYFARFOD:</b> <b>DATE OF MEETING:</b>	07 November 2024
<b>CYFARFOD O:</b> <b>MEETING OF:</b>	Charitable Funds Committee
<b>TEITL YR ADRODDIAD:</b> <b>TITLE OF REPORT:</b>	Administration Costs 2024-25
<b>CYFARWYDDWR</b> <b>ARWEINIOL:</b> <b>LEAD DIRECTOR:</b>	Robert Holcombe, Director of Finance, Procurement and Value Based Healthcare
<b>SWYDDOG ADRODD:</b> <b>REPORTING OFFICER:</b>	Gareth Lewis, Head of Financial Services & Accounting

**Pwrpas yr Adroddiad** (dewiswch fel yn addas)  
**Purpose of the Report** (select as appropriate)

Ar Gyfer Penderfyniad/For Decision

The cost of administering charitable funds is charged to Charitable Funds in order that Health Board revenue budgets are not used to subsidise the charity. This report outlines the administration costs for approval by the Committee.

**ADRODDIAD SCAA**  
**SBAR REPORT**

**Sefyllfa / Situation**

In line with charitable funds authorisation procedures (items over £25k) the Charitable Funds Committee is requested to approve the forecast administration costs for 2024/2025 of £166k which is based on current information and to give approval for this to increase, should there be additional costs, to a revised maximum of £175k.

Additional costs may be incurred due to the figures being estimated at 30<sup>th</sup> September 2024 and actual figures will be used at year end so by putting in a range for the approval we will not need to come back to the Committee for further approval.

**Cefndir / Background**

Administration costs are charged to charitable funds annually. This fee covers the cost of administering the funds on a day-to-day basis and includes finance and

general administrative costs, the Committee's time, Procurement's time and audit fees together with accommodation and utility costs. The cost has been reviewed and updated for 2024/25.

### **Asesiad / Assessment**

The administration costs are identified in the table below:

	Actual	Estimate	Difference
	2023/24	2024/25	
Administration Costs	£	£	
Charitable Funds Office Staff	91,598	95,358	3,760
Senior Finance Staff	29,737	29,894	156
Audit Fees	19,578	19,578	0
Cost of Committee Meetings	11,170	11,149	-21
Accommodation and Utility Costs	7,008	7,008	0
Procurement	2,867	2,460	-407
Other Charges	2,402	2,027	-374
NHS CT Membership	0	3,250	3,250
NHS CT Operational Support Grant	-4,485	-4,485	0
<b>Total Administration Cost</b>	<b>159,875</b>	<b>166,239</b>	<b>6,365</b>

The charge is estimated to be higher than last financial year by 3.98%. This is attributed mainly due to:

- An increase in staff costs due to the pay award of 5.5% with effect from 1<sup>st</sup> April 2024.
- The addition of a membership fee of £3,250 for NHS Charities Together as they are no longer able to fund our membership with them. The fee is based on the amount of income the charity receives.

The following should also be noted:

- Funding of £4,485 was obtained for this year from NHS Charities Together for an operational support grant in relation to the Stage 2 grant – Person Centred Meaningful Activities and Engagement.
- Within the Charitable Funds Team there were vacancies for two months of a Band 4 WTE 0.8 and 3 months of a Band 3 WTE 0.8 (following the promotion of this postholder to the Band 4 post). The 5 months of vacancy were partly covered by Finance Trainees.
- During the year a member of the senior finance staff retired and although the replacement is on the same grade, they are on the lowest pay point of the salary scale. Similarly, a changeover in personnel in the Secretariat staff has resulted in a lower charge.
- The accommodation and utility costs are currently based on the offices used by charitable funds and finance staff in relation to the costs charged

for the Financial Services and Systems department as a whole. These costs will change due to agile working and the move of the department from Mamhilad to Ty Gwent at the end of 2024.

Further information relating to the charges is detailed below:

- The Charitable Funds staff charge relates to the day to day running of the charity. The staff also manage Patients Private Monies so only the proportion of the time they spend on charitable funds is charged here which varies between staff members. The amount of time spent on a list of tasks for each team member is recorded and the costs worked out based on their gross hourly rate. Tasks include bank and ledger reconciliations, recording receipts, processing payments, acknowledging donations, dealing with queries and enquiries, raising invoices, approving requisitions, designing and producing raffle tickets, producing information for reports and annual accounts.
- The Senior Finance Staff charge is based on the amount of time spent in relation to the governance of the funds and time for preparation and attendance at Charitable Fund Committee meetings, Audit meetings etc. and in the production of the annual accounts and report.
- The audit fee of £20k is based on 23/24 charges and may be subject to change.
- The time of the Charitable Fund Committee members and the Secretariat staff in preparing for and attending meetings is included in the Cost of the Committee meetings.
- Other charges include bank charges and other ad hoc charges incurred by the Charitable Funds Team.
- Over the last 10 years the average administration costs have been 2.3% of the total funds held.
- The table below compares our administration costs for the past three years against other NHS charities in Wales.

Charity	2020/21			2021/22			2022/23		
	Admin Costs £000's	Total Funds Held £000's	Admin Costs as % of Total Funds Held	Admin Costs £000's	Total Funds Held £000's	Admin Costs as % of Total Funds Held	Admin Costs £000's	Total Funds Held £000's	Admin Costs as % of Total Funds Held
Aneurin Bevan	126	5,416	2.33%	139	6,044	2.30%	147	5,770	2.55%
Betsi Cadwalder	124	10,619	1.17%	125	12,327	1.01%	129	11,801	1.09%
Cardiff & Vale	148	9,147	1.62%	144	8,988	1.60%	183	10,259	1.78%
Cwm Taf	80	3,836	2.09%	98	4,222	2.32%	108	3,761	2.87%
Hywel Dda	100	10,459	0.96%	106	9,773	1.08%	112	11,946	0.94%
Powys	91	3,933	2.31%	102	4,597	2.22%	125	4,258	2.94%
Swansea Bay	106	5,955	1.78%	133	6,070	2.19%	127	5,191	2.45%
Velindre	78	6,763	1.15%	155	7,395	2.10%	199	9,741	2.04%
WAST	10	737	1.36%	22	531	4.14%	32	399	8.02%
Average			1.64%			2.11%			2.74%

### **Argymhelliad / Recommendation**

Approval for the estimated administration costs is requested before the end of the financial year which allows some certainty about the costs that are to be recharged from the Health Board revenue budget.

The Committee is asked to approve the estimated administration charge at a cost of £166k and to give approval for this to increase, should there be additional costs, to a revised maximum of £175k.

### **Amcanion: (rhaid cwblhau)**

### **Objectives: (must be completed)**

Cyfeirnod Cofrestr Risg  
Corfforaethol a Sgôr Cyfredol:  
Corporate Risk Register  
Reference and Score:

Safon(au) Gofal ac Iechyd:  
Health and Care Standard(s):

Governance, Leadership and Accountability  
Choose an item.  
Choose an item.  
Choose an item.

Blaenoriaethau CTCI  
IMTP Priorities

Choose an item.  
Choose an item.

[Link to IMTP](#)

Galluogwyr allweddol o fewn y CTCI Key Enablers within the IMTP	Finance
Amcanion cydraddoldeb strategol Strategic Equality Objectives <a href="#">Strategic Equality Objectives 2020-24</a>	Improve the Wellbeing and engagement of our staff Choose an item. Choose an item. Choose an item.

<b>Gwybodaeth Ychwanegol: Further Information:</b>	
Ar sail tystiolaeth: Evidence Base:	
Rhestr Termau: Glossary of Terms:	
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Cyfarfod Bwrdd Iechyd Prifysgol: Parties / Committees consulted prior to University Health Board:	

<b>Effaith: (rhaid cwblhau) Impact: (must be completed)</b>	
	<b>Is EIA Required and included with this paper No does not meet requirements</b>
<b>Asesiad Effaith Cydraddoldeb Equality Impact Assessment (EIA) completed</b>	An EQIA is required whenever we are developing a policy, strategy, strategic implementation plan or a proposal for a new service or service change. If you require advice on whether an EQIA is required contact <a href="mailto:ABB.EDI@wales.nhs.uk">ABB.EDI@wales.nhs.uk</a>
<b>Deddf Llesiant Cenedlaethau'r Dyfodol – 5 ffordd o weithio Well Being of Future Generations Act – 5 ways of working</b>  <a href="https://futuregenerations.wales/about-us/future-generations-act/">https://futuregenerations.wales/about-us/future-generations-act/</a>	Integration - Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their objectives, or on the objectives of other public bodies Choose an item.

# Aneurin Bevan University Local Health Board Charitable Fund and Other Related Charities – Audit Plan 2024

Audit year: 2023-24

Date issued: October 2024

Document reference: 4518A2024



This document has been prepared as part of work performed in accordance with statutory functions. Further information can be found in our [Statement of Responsibilities](#).

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We welcome correspondence and telephone calls in Welsh and English. Corresponding in Welsh will not lead to delay. Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

# About Audit Wales

## Our aims and ambitions

### Assure



the people of  
Wales that public  
money is well  
managed

### Explain



how public  
money is being  
used to meet  
people's needs

### Inspire



and empower  
the Welsh  
public sector to  
improve



Fully exploit  
our unique  
perspective,  
expertise and  
depth of insight



Strengthen our  
position as an  
authoritative,  
trusted and  
independent  
voice



Increase our  
visibility,  
influence and  
relevance



Be a model  
organisation for  
the public sector  
in Wales and  
beyond

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Significant financial statements' risks	9
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Fee and audit team	11
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# Introduction

This Audit Plan specifies my statutory responsibilities as your external auditor and to fulfil my obligations under the Code of Audit Practice.

It sets out the work my team intends undertaking to address the audit risks identified and other key areas of focus during 2024.

It also sets out my estimated audit fee, details of my audit team and key dates for delivering my audit team's activities and planned outputs.

The planning work is ongoing and once I have completed this year's audit planning, I will provide you with an updated plan if necessary.



**Adrian Crompton**

Auditor General for  
Wales

## Audit of financial statements

I am required to issue a report on your financial statements which includes an opinion on their 'truth and fairness', the proper preparation in accordance with accounting standards and legal requirements.

I will also report by exception on a number of matters which are set out in more detail in our Statement of Responsibilities.

I do not seek to obtain absolute assurance on the truth and fairness of the financial statements and related notes but adopt a concept of materiality. My aim is to identify material misstatements, that is, those that might result in a reader of the accounts being misled. The levels at which I judge such misstatements to be material is set out later in this plan.

There have been no limitations imposed on me in planning the scope of this audit.

# Your audit at a glance



**My financial statements audit will concentrate on your risks and other areas of focus**

My audit planning has identified the following risks:

Significant financial statement risk

- Risk of management override



## Materiality

Materiality	£62,000
Reporting threshold	£3,000

# Financial statements' materiality



## Materiality £62,000

My aim is to identify and correct material misstatements, that is, those that might otherwise mislead the user of the accounts.

Materiality is calculated using:

- 2023-24 gross assets of £6.2 million [estimated using 2022-23 actual gross assets]
- Materiality percentage of 1%

I report to those charged with governance any misstatements above a trivial level (set at 5% of materiality).



## Areas of specific interest

There is one area of the accounts, related party disclosures, that we judge may be of more importance to the user of the accounts. We have therefore set a lower materiality of £5,000 for these disclosures.

# Significant financial statements' risks

Significant risks are identified risks of material misstatement, for which the assessment of inherent risk is close to the upper end of the spectrum of inherent risk, or those which are to be treated as a significant risk in accordance with the requirements of other ISAs. The ISAs require us to focus more attention on these significant risks.

## Exhibit 1: significant financial statement risks

Significant risk	Our planned response
The risk of management override of controls is present in all entities. Due to the unpredictable way in which such override could occur, it is viewed as a significant risk [ISA 240.32-33].	The audit team will: <ul style="list-style-type: none"><li>• test the appropriateness of journal entries and other adjustments made in preparing the financial statements;</li><li>• review accounting estimates for bias; and</li><li>• evaluate the rationale for any significant transactions outside the normal course of business.</li></ul>

# Financial statements' audit timetable

I set out below key dates for delivery of my accounts audit work and planned outputs.

## Exhibit 3: key dates for delivery of planned outputs

Planned output	Work undertaken	Report finalised
2024 Audit Plan	October - November 2024	November 2024
Audit of financial statements work: <ul style="list-style-type: none"><li>• Audit of Financial Statements Report</li><li>• Opinion on the Financial Statements</li></ul>	November – December 2024	December 2024

# Fee and audit team

In January 2024 we published our [Fee Scheme](#) for the 2024-25 year as approved by the Senedd Finance Committee. My fee rates for 2024-25 have increased by an average of 6.4%, as a result of unavoidable inflationary pressures and the ongoing need to invest in audit quality.

I estimate your total audit fee will be £19,763 (2023 - £18,575).

Planning will be ongoing, and changes to my programme of audit work, and therefore my fee, may be required if any key new risks emerge. I shall make no changes without first discussing them with the Director of Finance & Procurement

**Our financial audit fee is based on the following assumptions:**

- The agreed audit deliverables set out the expected working paper requirements to support the financial statements and include timescales and responsibilities.
- No matters of significance, other than as summarised in this plan, are identified during the audit.

The main members of my team, together with their contact details, are summarised in **Exhibit 4**.

**Exhibit 4: my local audit team**

Name	Role	Contact details
Richard Harries	Engagement Director	<a href="mailto:Richard.harries@audit.wales">Richard.harries@audit.wales</a>
Julie Rees	Audit Manager	<a href="mailto:Julie.Rees@audit.wales">Julie.Rees@audit.wales</a>
Cai Hale	Audit Lead	<a href="mailto:Cai.Hale@audit.wales">Cai.Hale@audit.wales</a>

I can confirm that my team members are all independent of the Charity and your officers.

# Staff secondment

An Audit Trainee was seconded to Aneurin Bevan University Health Board for the period, December 2022 to June 2023.

In order to safeguard against any potential threats to auditor independence and objectivity, the following restrictions apply in line with the FRC's Revised Ethical Standard 2024:

- the secondee will not undertake any management responsibilities; and
- the secondment will be for a maximum of 12 months.

# Audit quality

Our commitment to audit quality in Audit Wales is absolute. We believe that audit quality is about getting things right first time.

We use a three lines of assurance model to demonstrate how we achieve this. We have established an Audit Quality Committee to co-ordinate and oversee those arrangements. We subject our work to independent scrutiny by QAD\*, and our Chair acts as a link to our Board on audit quality. For more information see our [Audit Quality Report 2023](#).

## Our People



The first line of assurance is formed by our staff and management who are individually and collectively responsible for achieving the standards of audit quality to which we aspire.

- Selection of right team
- Use of specialists
- Supervisions and review

## Arrangements for achieving audit quality



The second line of assurance is formed by the policies, tools, learning & development, guidance, and leadership we provide to our staff to support them in achieving those standards of audit quality.

- Audit platform
- Ethics
- Guidance
- Culture
- Learning and development
- Leadership
- Technical support

## Independent assurance



The third line of assurance is formed by those activities that provide independent assurance over the effectiveness of the first two lines of assurance.

- EQCRs
- Themed reviews
- Cold reviews
- Root cause analysis
- Peer review
- Audit Quality Committee
- External monitoring

\* QAD is the quality monitoring arm of ICAEW.

# Supporting you

Audit Wales has developed a range of resources to support the scrutiny of Welsh public bodies and to support those bodies in continuing to improve the services they provide to the people of Wales.

## Visit our website to find:

	our <a href="#">Good Practice</a> work where we share emerging practice and insights from our audit work in support of our objectives to assure, to explain and to inspire.
	our <a href="#">newsletter</a> which provides you with regular updates on our public service audit work, good practice, and events.
	our <a href="#">publications</a> which cover our audit work completed at public bodies.
	information on our <a href="#">forward performance audit work programme 2023-2026</a> which is shaped by stakeholder engagement activity and our picture of public services analysis.
	various <a href="#">data tools</a> and <a href="#">infographics</a> to help you better understand public spending trends, including a range of other insights into the scrutiny of public service delivery.

You can find out more about Audit Wales in our [Annual Plan 2024-25](#) and [Our Strategy 2022-27](#).





Audit Wales

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Website: [www.audit.wales](http://www.audit.wales)

We welcome correspondence and telephone calls in Welsh and English.  
Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg.

<b>DYDDIAD Y CYFARFOD:</b> <b>DATE OF MEETING:</b>	07 November 2024
<b>CYFARFOD O:</b> <b>MEETING OF:</b>	Charitable Funds Committee
<b>TEITL YR ADRODDIAD:</b> <b>TITLE OF REPORT:</b>	Financial Report for Period Ending 30 September 2024
<b>CYFARWYDDWR</b> <b>ARWEINIOL:</b> <b>LEAD DIRECTOR:</b>	Robert Holcombe, Director of Finance, Procurement and Value Based Healthcare
<b>SWYDDOG ADRODD:</b> <b>REPORTING OFFICER:</b>	Susan Gauntlett, Assistant Head of Financial Accounting

**Pwrpas yr Adroddiad** (dewiswch fel yn addas)  
**Purpose of the Report** (select as appropriate)

Er Sicrwydd/For Assurance

**ADRODDIAD SCAA**  
**SBAR REPORT**

Sefyllfa / Situation

This report updates the committee on a range of financial issues, including the following items, that were agreed as part of the annual work plan:

- Financial update including investment valuation.
- Report on significant donations
- Overdrawn accounts
- Key Performance Indicators (KPI's)
- New fund requests
- Update on cash balances

A number of key issues are presented in this report:

- Expenditure is 30% higher than the same period in 2023/24.
- Expenditure as a percent of fund balances in the first 6 months of the year is higher than in previous years.
- Since 2021/22, both the total number of funds and number of static funds has decreased.
- As a result of the higher expenditure incurred, our investment manager was instructed to sell shares to release cash. The new cash flow in appendix A shows the position and likely future cash withdrawals based on current spend.

It should also be noted that whilst the CCLA Investment presented an unrealised gain of £403k in 2023/24, as at 30th September 2024 the investment is reflecting an unrealised loss of £32k against the 31<sup>st</sup> March 2024 value, meaning the unrealised gain is now £371k.

## Cefndir / Background

### 1. Financial Position as at 30 September 2024

Table 1 below shows the financial position for the period to 30 September 2024 (month 06) compared to the previous quarter (month 03) and the draft 2023/24 Annual Accounts.

**Table 1**

<b>Financial Statement to 30 September 2024</b>	<b>Draft Accounts 2023/24 £000</b>	<b>Month 03 2024/25 £000</b>	<b>Month 06 2024/25 £000</b>
<b><u>Income &amp; Expenditure</u></b>			
<b>Income</b>			
Donations	228	46	88
Legacies	44	0	0
Grants	165	366	366
Investment Income	211	66	111
Other Income	158	38	156
	806	516	721
<b>Expenditure</b>	1,257	448	780
<b>Gains / (losses) on investment assets</b>	402	-33	-32
<b>Surplus / (Deficit)</b>	<b>-49</b>	<b>35</b>	<b>-91</b>
<b><u>Balance Sheet</u></b>			
Property	330	330	330
Investments	5,505	5,472	4,973
Debtors	202	154	218
Current Liabilities	-957	-453	-390
Cash at Bank	641	254	499
Cash on Deposit	0	0	0
<b>Net Assets</b>	<b>5,721</b>	<b>5,757</b>	<b>5,630</b>
Funds of the Charity	5,721	5,757	5,630
<b>Total Charity Funds</b>	<b>5,721</b>	<b>5,757</b>	<b>5,630</b>

The following commentary supports the figures in Table 1:

## 1.1 Income

Month 06 income totals £721K. This is £215K higher than the same period in 2023/24, mainly due to grant income deferred from the previous year and other income.

### Donations, legacies, and grant income

The following table shows donations, legacies and grant income exceeding £1,000 received since the start of the year:

<b>Fund Ref</b>	<b>Received From</b>	<b>Amount £</b>	<b>Location</b>
<b>Apr-24</b> F271 RGH GWYNLLYU MEDICAL DAY CASE UNIT F281 GUH B0 SURGICAL WARD	Unknown	3,000.00	ROYAL GWENT
	C Hunt	1,000.00	GUH
		4,000.00	
<b>May-24</b> F574 YYF GERONTOLOGY FUND F303 ABUHB BREAST CENTRE F303 ABUHB BREAST CENTRE	UCB Biopharma	2,500.00	YYF
	Blackwood RFC	1,250.00	ABUHB
	CCBC Mayor Charity	1,000.00	ABUHB
		4,750.00	
<b>Jun-24</b> F703 ABUHB JACKS APPEAL	Abertillery & LL Defibs	4,940.00	ABUHB
		4,940.00	
<b>Jul-24</b> F191 ABUHB MATERNITY FUND F303 ABUHB BREAST CENTRE F462 RGH ANTICOAGULANT FUND (SAM JONES)	Mrs Helen Edwards	1,318.50	ABUHB
	Just Giving	2,380.35	ABUHB
	Linda Proudman	1,805.46	ROYAL GWENT
		5,504.31	
<b>Aug-24</b> F003 ABUHB HOLDING ACCOUNT INT & ADMIN F703 ABUHB JACKS APPEAL	Just Giving	1,000.00	ABUHB
	Iestyns Fish Bar	1,396.00	ABUHB
		2,396.00	
<b>Sep-24</b> F816 NHH WENDY BOWEN TRUST DIABETES FUND	Crick E District F Group	3,000.00	NEVILL HALL
		3,000.00	
<b>Overall Total</b>		24,590.31	

## 1.2 Expenditure

The expenditure to Month 06 totals £780K which is £180K higher than in 2023/24. To date in 2024/25 there has been increased expenditure on equipment, specifically in Urology, Rheumatology, defibrillators in the community and Facilities. In addition, the staffing costs in relation to grant funded schemes remains high.

## 1.3 Gains / Losses on Investment Assets

At 30 September 2024, the CCLA Investment presented an unrealised loss of £32K against the 2023/24 year end value.

## 1.4 Overall Position

The overall position for the period is a decrease in funds of £91K. Excluding investment losses there would be an underlying decrease of £59K, indicating that expenditure has exceeded income during the first half of the year.

## 1.5 Balance Sheet

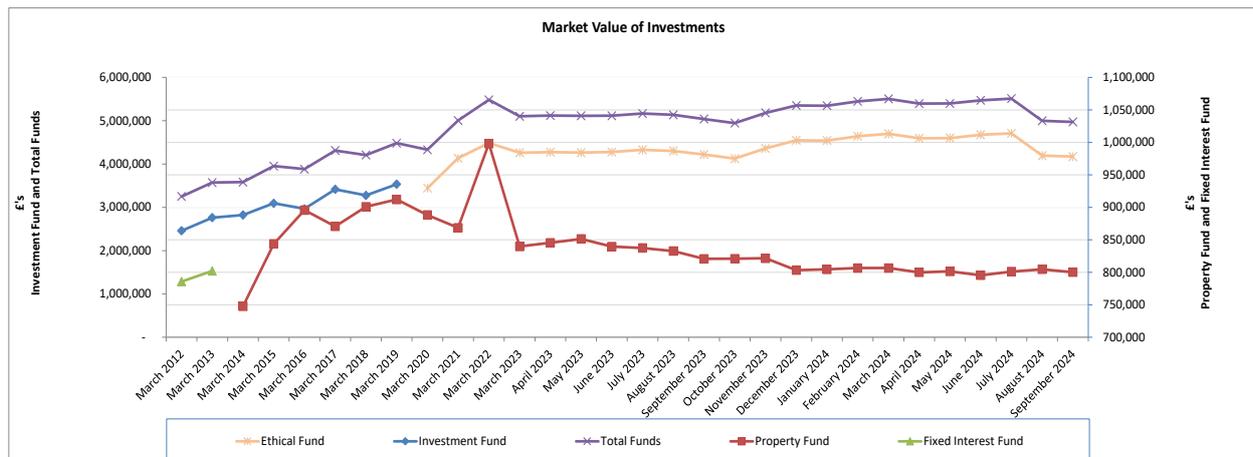
### Value of Investments

The investments valuation for CCLA as of 30 September 2024 is as follows:

Investment Valuation	No of Units	Valuation / Unit as at 30/09/24	Total Valuation
Property Fund	769,509	103.98	800
Ethical Fund	1,511,068	309.29	4,173
<b>Total</b>			<b>4,973</b>

During August the number of units held in the Ethical Fund were reduced to release cash to support the increased level of expenditure. In total, 161,969.5497 units were sold at a price of 308.7 pence generating cash of £500,000.

The following chart shows the movement in the market value of the CCLA funds since March 2012.



### Cash Balances

Overall cash balances have decreased since the start of the year despite the receipt of £500k in relation to the sale of units in our CCLA Ethical Fund. At the end of September, we held £499K in current / bonus accounts.

If expenditure remains high, we may require the sale of further investments to release cash prior to the end of the financial year.

### Monthly Cash Flow Forecast

The Monthly Cashflow Forecast is presented at Appendix A and has been included to enable the cash position to be monitored. It presents actual figures for April to September and forecast figures for the remainder of the year.

It should be noted that

- CCLA interest and dividends will be lower in the 2<sup>nd</sup> half of the year due to the reduction in the value of CCLA investments held;
- If the current expenditure trend continues and the level of donations and legacy income does not increase, we are likely to draw down further cash from investments to meet expenditure towards the year end;
- The proceeds from the sale of 13 Clytha Square are not included within this forecast. If the property is sold prior to March 2025, we may not need to sell further CCLA investments until next financial year.

## 2. Overdrawn Accounts

There are no overdrawn accounts as of 30 September 2024.

## 3. Streamlining of funds and Closed funds

The following 2 funds have been closed:

- F286 - NHH ENDOSCOPY FOR THE ELDERLY (merged with F830 – NHH ENDOSCOPY)
- F458 - NHH ANTICOAGULANT CLINIC (merged with F462 – RGH ANTICOAGULANT FUND (SAM JONES))

## 4. New Funds

Approval to set up the following one new unrestricted funds is requested as per the attached requests at Appendix B:

- BABY AND CHILD MEMORIAL GARDEN

## 5. Key Performance Indicators (KPIs)

Setting Key Performance Indicators (KPIs) allows the Committee to measure the performance of the Charity across a range of objectives over a set period.

Following discussions, the following KPIs have been identified to report to the Committee. The KPIs are split between those that are measured quarterly, year to date & annually:

Charitable Funds Key Performance Indicators	Measurement		Quarterly Indicators				
			2021/22 Q4	2022/23 Q4	2023/24 Q4	2024/25 Q1	2024/25 Q2
Number of funds	Number of funds	No	430	419	413	414	410
Number of static funds	A static fund is classed as any fund where the cumulative expenditure is less than 10% of the average fund balance over a 2 year period	No	32	30	23	22	21

The KPIs in relation to the number of funds and number of static funds have been updated for Q2 2024/25. There has been a decrease in the number of funds since the start of the year following the merger and closure of some funds.

The number of static funds has decreased because of increased expenditure and details are shown in Appendix C.

Charitable Funds Key Performance Indicators	Measurement		YTD Indicators			
			2021/22 M01 - M12	2022/23 M01 - M12	2023/24 M01-M12	2024/25 M01-M06
<b>Number of merged funds</b>	Number of funds closed as a result of merger	No	8	12	7	2
<b>Expenditure expressed as a percentage of the overall fund balance</b>	Expenditure excludes admin charge to reflect 'true' spend	%	13.29	15.65	19.18	12.44
<b>Donations received in the year</b>	Number of Donations Received	No	1,145	855	855	305
	Value of Donations Received	£	399,434	417,866	227,762	88,001

There have been 2 funds merged since the start of the year.

Expenditure as a percentage of the overall fund balance should increase as the year progresses and as more expenditure is incurred. As at Month 06 this measure is showing a higher value than that reported for the same period in 2023/24 indicating that the level of expenditure has increased this year.

The number and value of donations received in the current year are also detailed above, with the 2021/22, 2022/23 & 2023/24 values shown as comparators. The number & value of donations is currently lower than in previous years

The table below reflects the average time between the receipt of legacy / grant income and the corresponding expenditure being incurred and the monies spent in full. The values for 2024/25 will be updated at year end.

Charitable Funds Key Performance Indicators	Measurement		Annual Indicators			
			2021/22 M12	2022/23 M12	2023/24 M12	2024/25 M12
<b>Time between receipt of income and expenditure incurred</b>	Legacies	Mths	79	98	115	To be completed in M12
	Grants	Mths	23	32	22	

## 6. Update on Grants from NHS Charities Together (NHS CT)

### Workforce Wellbeing Programme Update

NHS Charities Together is committing an initial £6.0152m to support healthcare staff across the UK, with the fund being shared proportionately across the four nations. In England, this will be match-funded by NHS England, who will contribute £5 million. NHS CT has an aspiration to raise a further £5m over the next three years, making a £16m fund in total.

Since their last update NHS CT have been developing their programme strategy and membership engagement plan to ensure the programme meets the diverse needs of the NHS charity sector and NHS workforce.

They are currently in the discovery stage of programme planning, identifying the needs, opportunities and challenges. This will help inform the grants fund, which will continue to evolve over the programme lifecycle – with new insights, needs and learnings, so they can maximise opportunities to support the NHS workforce.

As health policy is devolved, NHS CT are acutely aware of the unique workforce wellbeing contexts across each nation. Funds will be made available proportionately to Scotland, Wales and Northern Ireland. They are in conversation with government colleagues in the devolved administrations to explore opportunities for partnerships with the aim of ensuring funding can go further across all nations.

They will be able to launch funds once these conversations have taken place and members have been engaged accordingly. They will keep members in Scotland, Wales and Northern Ireland updated.

### Asesiad / Assessment

This report provides a financial update for the Charitable Funds Committee for the period ending 30 September 2024.

### Argymhelliad / Recommendation

The Charitable Funds Committee is asked to approve the set-up of the new fund detailed in Item 4 above and to note the remainder of the report.

### **Amcanion: (rhaid cwblhau)**

### **Objectives: (must be completed)**

Cyfeirnod Cofrestr Risg  
Corfforaethol a Sgôr Cyfredol:  
Corporate Risk Register  
Reference and Score:

The monitoring and reporting of committee business is a key element of the Health Boards assurance framework

Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	Governance, Leadership and Accountability Choose an item. Choose an item. Choose an item.
Blaenoriaethau CTCI IMTP Priorities  <a href="#">Link to IMTP</a>	Choose an item. Choose an item.
Galluogwyr allweddol o fewn y CTCI Key Enablers within the IMTP	Governance
Amcanion cydraddoldeb strategol Strategic Equality Objectives  <a href="#">Strategic Equality Objectives 2020-24</a>	Improve the wellbeing and engagement of our staff Choose an item. Choose an item.

<b>Gwybodaeth Ychwanegol: Further Information:</b>	
Ar sail tystiolaeth: Evidence Base:	N/A
Rhestr Termau: Glossary of Terms:	KPIs – Key Performance Indicators
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Cyfarfod Bwrdd Iechyd Prifysgol: Parties / Committees consulted prior to University Health Board:	N/A

<b>Effaith: (rhaid cwblhau) Impact: (must be completed)</b>	
<b>Resource Assessment:</b>	
• <b>Workforce</b>	Not Applicable
• <b>Service Activity &amp; Performance</b>	Yes, outlined within the paper
• <b>Financial</b>	Yes, outlined within the paper
<b>Asesiad Effaith Cydraddoldeb Equality Impact Assessment (EIA) completed</b>	<b>No does not meet requirements</b>  An EQIA is required whenever we are developing a policy, strategy, strategic implementation plan or a proposal for a new service or service change. If you require advice on whether an EQIA is required contact <a href="mailto:ABB.EDI@wales.nhs.uk">ABB.EDI@wales.nhs.uk</a>

**Deddf Llesiant  
Cenedlaethau'r Dyfodol – 5  
ffordd o weithio  
Well Being of Future  
Generations Act – 5 ways  
of working**

<https://futuregenerations.wales/about-us/future-generations-act/>

Integration - Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their objectives, or on the objectives of other public bodies  
Choose an item.

**MONTHLY CASHFLOW FORECAST**

 Bwrdd Iechyd Prifysgol Aneurin Bevan University Health Board	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	FORECAST	FORECAST	ACTUAL	ACTUAL	ACTUAL	ACTUAL	TOTAL 2024/25
	Apr-24 Mth 1	May-24 Mth 2	Jun-24 Mth 3	Jul-24 Mth 4	Aug-24 Mth 5	Sep-24 Mth 6	Oct-24 Mth 7	Nov-24 Mth 8	Dec-24 Mth 9	Jan-25 Mth 10	Feb-25 Mth 11	Mar-25 Mth 12	
BALANCE B/F	615,268	499,773	327,724	228,367	61,488	560,784	474,437	358,914	307,749	276,679	162,214	111,049	615,268
<b>INCOME</b>													
DONATIONS INCOME	26,103	21,134	10,669	9,711	8,881	10,142	19,000	15,200	15,200	19,000	15,200	15,200	185,440
JUST GIVING INCOME	4,617	1,309	2,125	7,543	2,997	1,351	2,500	2,000	2,000	2,500	2,000	2,000	32,941
LEGACY INCOME	-	-	-	-	-	-	2,000	-	-	-	-	-	2,000
GRANT INCOME	3,500	-	-	-	-	-	-	-	60,095	-	-	-	63,595
INVOICE RECEIPTS	800	52,568	1,380	17,730	1,250	4,266	11,500	9,200	9,200	11,500	9,200	9,200	137,794
COURSE INCOME	3,500	3,903	1,510	1,010	7,057	6,200	1,750	1,400	1,400	1,750	1,400	1,400	32,280
OTHER INCOME	-	250	575	-	500,250	-	-	-	-	-	-	-	501,075
PAID TO CF IN ERROR	11,520	88,423	1,127,425	21,300	2,517	13,913	-	-	-	-	-	-	1,265,099
BANK INTEREST	2,582	2,342	1,503	1,726	717	1,080	1,780	1,780	1,780	1,780	1,780	1,780	20,630
VAT RECLAIMED	734	-	224	360	373	-	330	330	330	330	330	330	3,671
CCLA INTEREST & DIVIDENDS	-	44,866	-	-	43,789	-	-	40,000	-	-	40,000	-	168,654
SALE OF CLYTHA SQUARE													-
<b>TOTAL INCOME</b>	<b>53,356</b>	<b>214,795</b>	<b>1,145,410</b>	<b>59,381</b>	<b>567,831</b>	<b>36,952</b>	<b>38,860</b>	<b>69,910</b>	<b>90,005</b>	<b>36,860</b>	<b>69,910</b>	<b>29,910</b>	<b>2,413,180</b>
<b>EXPENDITURE</b>													
FASTER PAYMENTS	141,385	124,145	95,570	86,183	49,699	101,074	100,000	80,000	80,000	100,000	80,000	80,000	1,118,056
TRANSFERS - PAYMENTS TO ABUHB	5,175	173,491	16,786	127,549	15,506	7,364	50,000	40,000	40,000	50,000	40,000	40,000	605,871
TRANSFERS - PAYMENTS TO ABUHB IN ERROR	21,373	89,133	1,128,007	12,353	-	11,175	3,058	-	-	-	-	-	1,265,099
PAYABLE ORDERS	-	-	-	-	-	-	-	-	-	-	-	-	-
OTHER	8	-	-	-	-	-	-	-	-	-	-	-	8
JUST GIVING	47	47	47	47	47	47	47	47	47	47	47	47	563
BANK CHARGES	29	29	27	29	27	29	28	28	28	28	28	28	338
G4S	835	-	4,330	100	3,255	3,610	1,250	1,000	1,000	1,250	1,000	1,000	18,630
<b>TOTAL EXPENDITURE</b>	<b>168,851</b>	<b>386,845</b>	<b>1,244,767</b>	<b>226,260</b>	<b>68,534</b>	<b>123,299</b>	<b>154,383</b>	<b>121,075</b>	<b>121,075</b>	<b>151,325</b>	<b>121,075</b>	<b>121,075</b>	<b>3,008,565</b>
NET INCOME/(EXPENDITURE)	-115,495	-172,049	-99,357	-166,880	499,297	-86,347	-115,523	-51,165	-31,070	-114,465	-51,165	-91,165	-595,384
<b>BALANCE C/F</b>	<b>499,773</b>	<b>327,724</b>	<b>228,367</b>	<b>61,488</b>	<b>560,784</b>	<b>474,437</b>	<b>358,914</b>	<b>307,749</b>	<b>276,679</b>	<b>162,214</b>	<b>111,049</b>	<b>19,884</b>	<b>19,884</b>
VERIFIED BANK BALANCE	499,773	327,724	228,367	61,488	560,784	474,437	-	-	-	-	-	-	-



## **Aneurin Bevan University Health Board Charitable Fund**

### **Request to open a New Charitable Fund Account**

All charitable fund accounts must have two nominated signatories. The first signatory is the Charitable Fund Holder who takes primary responsibility for the management of the account and must be aware of and be compliant with this financial control procedure. The second signatory must be a person of equivalent or more senior position to the Charitable Fund Holder.

Proposed Name of Account:	GUH BABY & CHILD MEMORIAL GARDEN
Hospital:	GRANGE UNIVERSITY HOSPITAL
Department/Ward:	NICU/MATERNITY/PAEDIATRICS/CHAPLAINCY
Purpose of Account:	<p>A new joint charitable fund is requested to receive contributions from existing charitable funds and to raise further funds to provide and maintain a baby and child memorial garden at the Grange University Hospital.</p> <p>This is no other suitable fund available to hold this money as the departments involved are in different directorates.</p>
<b>1<sup>st</sup> Account Signatory:</b>	
Name:	CAROL TAPLIN
Designation:	CHAPLAIN
Signed:	<i>Carol Taplin</i>
Date:	11 <sup>th</sup> October 2024
<b>2<sup>nd</sup> Account Signatory:</b>	
Name	SARA GARLAND
Designation	GENERALMANAGER
Signed	Sara Garland
Date:	24TH October 2024
<b>Please note the second signatory must be of equal or higher grade</b>	



**GIG**  
CYMRU  
**NHS**  
WALES

Bwrdd Iechyd Prifysgol  
Aneurin Bevan  
University Health Board

<b>For Finance Use</b>	
Fund Name:	
Fund No:	
Date Set Up:	

Static Funds Q2 2024/25			
Fund	Fund Balance O2 2024/25 £	Expenditure Incurred O3 2022/23 - O2 2024/25 £	Details
<b>Legacy / Grant Funds</b>			
F278-LEGACY RGH HAEM G S WATKINS	- 58,644.29	3,563.34	Although the new cancer centre on ward 2/4, NHH is on hold, the bulk of the funds is going to be kept for this.
F298-LEGACY RGH BREAST G S WATKINS	- 58,644.29	3,563.34	It was agreed to use this fund for equipment requirements for the new breast unit which has been operational since February 24. As there are still capital monies available for the unit it is unlikely this money will be used in the near future but consideration is now being given to pooling all the breast funding to purchase a new scanner.
F411-LEGACY RENAL UNIT G BEST	- 70,308.21	6,341.24	The renal unit is privately run and there are no plans for any large purchases in the near future. As well as this legacy they also have another unrestricted fund for the department which is used for small purchases.
F583-LEGACY NHH PALLIATIVE CARE I M MORRIS	- 27,723.08	2,101.20	Fundholder is using fund for training courses. Further requisitions are continuing to be received.
F812-LEGACY NHH CARDIO V WILLIAMS	- 43,883.82	1,500.64	Cardiology has several large legacy funds and are currently using others for their equipment needs which are frequent. This fund will be used when the other funds are depleted. Fundholder will be attending the 7th November Committee meeting.
F813-LEGACY NHH CCU M T SPENCER-JONES	- 67,095.82	4,723.70	As above
F817-LEGACY NHH DIAB G M GUNTER	- 28,528.93	1,733.48	The service has moved to a new diabetes centre located in Gilvern Ward and purchases will follow. Fundholder will be attending the 7th November Committee meeting.
F831 LEGACY GASTROENTEROLOGY FELLOWSHIP	- 106,135.69	6,222.15	The fund will be used to offer travelling fellowships to attract doctors to work in ABUHB. This fund is being monitored as a fund over £25k.
	- 460,964.13	29,749.09	
<b>Unrestricted Funds</b>			
F057-RGH PG MRCOG	- 28,454.01	1,728.91	The audio systems in the Postgraduate Unit are being replaced - this is ongoing, other funds within Postgrad have already been charged. The MRCOG course is run periodically and spend should increase over the coming year.
F211-ABUHB GWENT CYSTIC FIBROSIS FUND	- 20,690.59	1,242.82	Meeting requested with Fundholder to discuss plans to use this fund. This will be followed up.
F233-ABUHB BABY COOLING EQUIPMENT	- 20,500.72	1,242.47	Fund originally set up to provide cooling equipment on ambulances for transporting babies between hospital sites. It has been agreed at Transport Subgroup to purchase 2 sets of Neo-Restraints for each transport team, 6 sets in total. This equipment will replace existing worn and torn equipment that we utilise on every baby, for every transfer. Also exploring transport phototherapy equipment as a future purchase
F270-NHH CLINICAL HAEMATOLOGY	- 36,921.59	3,550.29	Although the new cancer centre on ward 2/4, NHH is on hold, the bulk of the funds is going to be kept for this.
F306-RGH VASCULAR LABORATORY	- 32,627.23	1,981.12	Keeping bulk of funds to replace portable scanner as original was purchased over 5 years ago out of charitable funds - approximate £25-30k.
F340-ABUHB RHEUMATOLOGY	- 55,241.32	4,323.26	Fundholder attended CF Committee meeting on 9th November 2023 to see how they can be supported to spend funds. Orders have been submitted for 2 scanners, 1 for RGH and 1 for NHH at a cost of £35k.
F367-RGH E N T RESEARCH/TEACHING	- 23,041.03	1,400.01	Fundholder attended the CF Committee meeting on 9th November 2023 and has plans for staff workshops and teaching equipment for the seminar room etc. The department in E Block, RGH was recovering from a major flood.
F477-ABUHB PHARMACY	- 45,247.27	2,872.50	Fundholder merged all funds into one, has plans to spend on education.
F696-STW SPRINGFIELD COMM WARD PROJECT	- 107,513.57	6,521.28	Wards have transferred from St Woolos to Royal Gwent. Funds to be used on upgrading bathrooms, creating day rooms and external team building/wellbeing professionals to support staff. Fundholder attended the CFC 3rd July meeting with further plans.
F770-YYF DIABETES & CARDIOVASCULAR R & D	- 49,953.24	4,657.74	Fundholder will attend CFC 7th November meeting with plans to spend the whole fund on a thyroid research project.
F783-ABUHB TISSUE VIABILITY	- 19,825.03	1,256.59	Meeting to be arranged with Fundholder.
F839-RGH NEUROLOGY FUND	- 19,774.15	1,201.51	Signatory recently transferred to the Clinical Director following the unexpected departure of current signatory. Further meeting to be arranged to discuss spend.
F861-STW CHEST CLINIC RESEARCH	- 19,835.91	1,346.23	Concerns re the transfer of services from St Woolos to RGH has put a hold on purchasing from this fund. Fundholder will review when future of location of the department is confirmed.
	- 479,625.66	33,324.73	
<b>Total Static Funds</b>	- <b>940,589.79</b>	<b>63,073.82</b>	

**CYFARFOD BWRDD IECHYD PRIFYSGOLN  
ANEURIN BEVAN  
ANEURIN BEVAN UNIVERSITY HEALTH BOARD  
MEETING**

<b>DYDDIAD Y CYFARFOD: DATE OF MEETING:</b>	07 November 2024
<b>CYFARFOD O: MEETING OF:</b>	Charitable Funds Committee
<b>TEITL YR ADRODDIAD: TITLE OF REPORT:</b>	Funds available to the Committee for Possible Distribution
<b>CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:</b>	Robert Holcombe, Director of Finance, Procurement and Value Based Healthcare
<b>SWYDDOG ADRODD: REPORTING OFFICER:</b>	Gareth Lewis, Head of Financial Services & Accounting

**Pwrpas yr Adroddiad (dewiswch fel yn addas)  
Purpose of the Report (select as appropriate)**

Ar Gyfer Penderfyniad/For Decision

This report provides the Charitable Funds Committee with details of funds that are available to them as at 30<sup>th</sup> September 2024.

**ADRODDIAD SCAA  
SBAR REPORT**

**Sefyllfa / Situation**

The Charitable Funds Committee approved a scheme allowing individuals to engage with Charitable Fund Holders to potentially access some of their charitable funds if the request meets the purpose/criteria of that fund. Once these avenues of funding have been explored the individual will be able to apply to the Committee for a small grant (£5k or under) either in whole or as a top-up to funding they have been able to secure. All grant requests must be supported by the Executive Team. Any bids received over £5k will not routinely be considered by the Committee, unless referred by the Executive Team.

This paper provides details of the funds available to the Committee to support such grants and bids which are listed in agenda item 3.3

The Committee is asked to note the remaining funds available to them.

## Cefndir / Background

The Charitable Funds Committee can apply general funds for the benefits of patients and staff across the Health Board.

The table below shows the transactions on the general fund for the first six months of the year, together with commitments agreed by the Committee.

<b>Charitable Funds Committee - General Funds</b>	ABUHB F002 £000's
<b>Fund Balances as at 31.03.2024</b>	<b>68.4</b>
<b>24/25</b>	
Sale of 3 High Street	<b>24.9</b>
Unknown/General Donations	<b>10.6</b>
SGS 012 Well Being Pop up Events across ABUHB	<b>-2.3</b>
SCS 014 Decarbonisation Promotional Materials	<b>-1.0</b>
SGS-015 Moral Injury Workshops	<b>-4.4</b>
CFC 259 Occupational Therapy Support for Staff	<b>-4.3</b>
CFC-265 Staff Resource for Decarbonisation Programme	<b>-6.7</b>
<b>Total 24/25</b>	<b>16.9</b>
<b>Balance as at 30.09.24</b>	<b>85.4</b>
<b>Less Commitments</b>	
CFC-234 Radio YYF	<b>-1.0</b>
SGS 009 Person Centred Value Based H C Education Programme	<b>-4.5</b>
SGS 012 Well Being Pop up Events across ABUHB	<b>-0.2</b>
SGS 013 Mental Health & Learning Disabilities Wellbeing Space	<b>-3.0</b>
SCS 014 Decarbonisation Promotional Materials	<b>-0.1</b>
SGS 017 Women's Health Conference	<b>-5.0</b>
CFC 264 Televisions for Bedwas Ward, Ysbyty Ystrad Fawr	<b>-23.0</b>
CFC 265 Staff Resource for Decarbonisation Programme	<b>-6.8</b>
CFC 267 Bid for Suicide Postvention Support Oct 24-Mar 25	<b>-25.0</b>
<b>Total Commitments</b>	<b>-68.6</b>
<b>Remaining available funds after commitments</b>	<b>16.8</b>

## Asesiad / Assessment

Key points

- The Committee **has a balance of £16.8k** available to support requests.



**Argymhelliad / Recommendation**

The Charitable Funds Committee is asked to note the funds available.

**Amcanion: (rhaid cwblhau)  
Objectives: (must be completed)**

Cyfeirnod Cofrestr Risg Corfforaethol a Sgôr Cyfredol: Corporate Risk Register Reference and Score:	
Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	Governance, Leadership and Accountability Choose an item. Choose an item. Choose an item.
Blaenoriaethau CTCI IMTP Priorities  <a href="#">Link to IMTP</a>	Choose an item.
Galluogwyr allweddol o fewn y CTCI Key Enablers within the IMTP	Finance
Amcanion cydraddoldeb strategol Strategic Equality Objectives  <a href="#">Strategic Equality Objectives 2020-24</a>	Improve the Wellbeing and engagement of our staff Choose an item. Choose an item. Choose an item.

**Gwybodaeth Ychwanegol:  
Further Information:**

Ar sail tystiolaeth: Evidence Base:	
Rhestr Termau: Glossary of Terms:	SGS – Small Grants Scheme
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Cyfarfod Bwrdd Iechyd Prifysgol: Parties / Committees consulted prior to University Health Board:	



**Effaith: (rhaid cwblhau)**  
**Impact: (must be completed)**

<p><b>Resource Assessment:</b></p>	<p>A resource assessment is required to support decision making by the Board and/or Executive Committee, including: policy and strategy development and implementation plans; investment and/or disinvestment opportunities; and service change proposals. Please confirm you have completed the following:</p>
<ul style="list-style-type: none"> <li>• <b>Workforce</b></li> </ul>	<p>Not Applicable</p>
<ul style="list-style-type: none"> <li>• <b>Service Activity &amp; Performance</b></li> </ul>	<p>Yes, outlined within the paper</p>
<ul style="list-style-type: none"> <li>• <b>Financial</b></li> </ul>	<p>Yes, outlined within the paper</p>
<p><b>Asesiad Effaith Cydraddoldeb Equality Impact Assessment (EIA) completed</b></p>	<p><b>No does not meet requirements</b></p> <p>An EQIA is required whenever we are developing a policy, strategy, strategic implementation plan or a proposal for a new service or service change. If you require advice on whether an EQIA is required contact <a href="mailto:ABB.EDI@wales.nhs.uk">ABB.EDI@wales.nhs.uk</a></p>
<p><b>Deddf Llesiant Cenedlaethau'r Dyfodol – 5 ffordd o weithio Well Being of Future Generations Act – 5 ways of working</b></p> <p><a href="https://futuregenerations.wales/about-us/future-generations-act/">https://futuregenerations.wales/about-us/future-generations-act/</a></p>	<p>Integration - Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their objectives, or on the objectives of other public bodies</p> <p>Choose an item.</p>



<b>DYDDIAD Y CYFARFOD: DATE OF MEETING:</b>	07 November 2024
<b>CYFARFOD O: MEETING OF:</b>	Charitable Funds Committee
<b>TEITL YR ADRODDIAD: TITLE OF REPORT:</b>	Consideration of Bids / Small Grants Scheme
<b>CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:</b>	Robert Holcombe, Director of Finance, Procurement and Value Based Healthcare
<b>SWYDDOG ADRODD: REPORTING OFFICER:</b>	Gareth Lewis, Head of Financial Services & Accounting

**Pwrpas yr Adroddiad (dewiswch fel yn addas)  
Purpose of the Report (select as appropriate)**

Ar Gyfer Penderfyniad/For Decision

This report provides the Charitable Funds Committee with details of the requests that have been received for consideration to access the Small Grants Scheme.

The Committee is asked to approve the one request submitted.

**ADRODDIAD SCAA  
SBAR REPORT**

**Sefyllfa / Situation**

The Charitable Funds Committee approved a scheme allowing individuals to engage with Charitable Fund Holders to potentially access some of their charitable funds if the request meets the purpose/criteria of that fund. Once these avenues of funding have been explored the individual will be able to apply to the Committee for a small grant (£5k or under) either in whole or as a top-up to funding they have been able to secure. All requests must be evaluated and supported by the Executive Committee. Any bids received over £5k will not routinely be considered by the Committee, unless referred by the Executive Committee.

The Committee is asked to consider each request in line with the Charities' objectives taking into account comments received from the Executive Committee.

**Cefndir / Background**



Although there is only one current bid, throughout the last few months there have been many successful engagements between individuals seeking funding and Charitable Fund Holders who have approved their requests as detailed below. This is a key part of the strategy to ensure funds are spent and shows increasing awareness of funds available throughout the Health Board and willingness of fundholders to ensure this happens.

- Stroke directorate funds paying for numerous places for physiotherapists and occupational therapists to attend the Welsh Stroke conference.
- Community ward fund paying for a Thera Trainer exercise bike for physiotherapy at a cost of £5k.
- Contribution from cardiology towards staff resource for decarbonisation programme.
- Care Fund Project paying for a Prescribing Course for a nurse in general surgery.
- Staff Wellbeing Fund paying towards a mobile "Zen Den" for staff.
- Collaboration between Maternity, Paediatrics, Neonatal Intensive Care Unit and Chaplaincy to work on a project to fund a memorial baby and child garden from existing charitable funds and a fundraising campaign.

### Asesiad / Assessment

There is one request (attached) for consideration as listed in the table below:

<b>Small Grant Requests</b>	<b>Total Cost £</b>	<b>Ongoing Costs</b>	<b>Area of Benefit</b>
SGS-18 Baby & Child Memorial Garden	5,000	0	Patients (relatives and staff)
<b>Total Bids</b>	<b>5,000</b>	0	

### Key points

- The request is for a contribution of £5k from the Charitable Funds Committee towards the cost of the garden. This amount will match the £5k that 5 departments are contributing to in total from their own charitable funds. They have also started fundraising for a further £5k.
- The bid is supported by the Executive Director of Nursing and the Chief Operating Officer.
- The Charitable Funds Committee can apply general funds for the benefits of patients and staff across the Health Board.



- Any requests relating to the employment of staff must be approved by the Charitable Funds Committee to ensure that contracts are fixed term and under a period of two years. It must be clear what plans are in place to cover unexpected costs such as maternity leave and sickness. This particularly applies to grant funding as they will not normally support these items.
- All requests must have the full support of the Executive Committee. This bid is being presented at the meeting to be held on 31<sup>st</sup> October 2024.
- The Committee **has a balance of £16.8k** available to support requests.
- If the Committee approves the request, they will have £11.8k remaining.

**Argymhelliad / Recommendation**

The Charitable Funds Committee is asked to consider approving the request.

<b>Amcanion: (rhaid cwblhau) Objectives: (must be completed)</b>	
Cyfeirnod Cofrestr Risg Corfforaethol a Sgôr Cyfredol: Corporate Risk Register Reference and Score:	
Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	Governance, Leadership and Accountability Choose an item. Choose an item. Choose an item.
Blaenoriaethau CTCI IMTP Priorities  <a href="#">Link to IMTP</a>	Choose an item.
Galluogwyr allweddol o fewn y CTCI Key Enablers within the IMTP	Finance
Amcanion cydraddoldeb strategol Strategic Equality Objectives  <a href="#">Strategic Equality Objectives 2020-24</a>	Improve the Wellbeing and engagement of our staff Choose an item. Choose an item. Choose an item.

**Gwybodaeth Ychwanegol:  
Further Information:**



Ar sail tystiolaeth: Evidence Base:	
Rhestr Termau: Glossary of Terms:	SGS – Small Grants Scheme
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Cyfarfod Bwrdd Iechyd Prifysgol: Parties / Committees consulted prior to University Health Board:	

<b>Effaith: (rhaid cwblhau)</b> <b>Impact: (must be completed)</b>	
<b>Resource Assessment:</b>	A resource assessment is required to support decision making by the Board and/or Executive Committee, including: policy and strategy development and implementation plans; investment and/or disinvestment opportunities; and service change proposals. Please confirm you have completed the following:
• <b>Workforce</b>	Not Applicable
• <b>Service Activity &amp; Performance</b>	Yes, outlined within the paper
• <b>Financial</b>	Yes, outlined within the paper
<b>Asesiad Effaith Cydraddoldeb Equality Impact Assessment (EIA) completed</b>	<b>No does not meet requirements</b>  An EQIA is required whenever we are developing a policy, strategy, strategic implementation plan or a proposal for a new service or service change. If you require advice on whether an EQIA is required contact <a href="mailto:ABB.EDI@wales.nhs.uk">ABB.EDI@wales.nhs.uk</a>
<b>Deddf Llesiant Cenedlaethau'r Dyfodol – 5 ffordd o weithio Well Being of Future Generations Act – 5 ways of working</b>  <a href="https://futuregenerations.wales/about-us/future-generations-act/">https://futuregenerations.wales/about-us/future-generations-act/</a>	Integration - Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their objectives, or on the objectives of other public bodies  Choose an item.



## Charitable Funds Small Grants Scheme Application – Max £5k CFC/SGS 018

### 1. Name of ward or department and hospital:

Neonatal Unit/Paediatrics/Maternity/Gynaecology and Chaplaincy departments at Grange University Hospital.

### 2. Description of item/service required:



The above departments have come together to provide a Baby and Child Memorial Garden to be located at the front of the Grange University Hospital, left of the drive to the main entrance as marked on the photograph.

A working group has been set up with representatives from the departments listed above plus representatives from Works & Estates, the Patient Experience Team and Finance.

We are asking for a contribution of £5k from the Charitable Funds Committee towards the cost of the garden. This amount will match the £5k that the 5 departments are contributing to in total from their own charitable funds.

The total cost of the garden will be over what we are requesting and currently have available. We hope to raise at least £5k giving us a total of £15k which should give us a simple designed, low maintenance garden with some key features, accessible 24/7 where parents, siblings, grandparents (and staff) can go to remember their loved ones, to find peace and quiet and to reflect.

To give the Committee some idea of how the garden might look, we have included the following photos of the garden in the Royal Gwent Hospital.



### 3. Cost of item/service plus supplier information:

*Please provide a quote if available and ensure that any costs for delivery and installation are included.*

*Please state if your costs include VAT.*

*If there is any ongoing maintenance or consumable costs, please explain how you intend paying for this.*

The total cost and full design of the garden is not yet known as we are in the early stages of planning but there are several key features that the group have agreed they want and some of those items have been costed and are listed below together with sample photos:

- Seating areas, plastic benches are the most sustainable. Without backs these are about £250, with backs they are £450. We would require 4 benches (2 of each), £1,400.
- A working letter box for loved ones to post messages. The one shown here costs £5,000. The post box will be emptied on a regular basis and the chaplaincy department will review and archive the contents.
- A central feature – a reflective sculpture like the one shown below is £1,200 and the cheapest memorial tree we can find is £5,000.
- Some fencing or screening or the use of trees or shrubs to provide some privacy.
- Solar lighting.

Figures do not include VAT, delivery or any fixings to attach to the ground and there will be a cost for soil, plants and planters, digging out the garden, levelling, putting in drainage measures, possible filling with hardcore and applying a surface yet to be agreed.

10000 / 3000 / 1000000000000 / 1000000000000000 / 1000000000000000000



#### **4. How will this item/service benefit patients and staff:**

A baby and child memorial garden gives a focus for the grief of those that have lost a loved one whether in recent times or sometime in the past. It is a space for parents and wider family to seek solace and share space with others who have had the same experience and gives those grieving a way to process their loss.

Staff working within the maternity, neonatal, paediatric and gynaecology services recognise that alongside the joys of new life, there are sadly, losses of young life, including those lost in miscarriage, stillbirth and infancy. These losses have a huge impact on families at the time of their loss which can continue to impact them for years to come.

We believe this memorial garden would be a safe place for both service users and staff to visit, to sit and reflect on the difficult times they have experienced. Staff would be able to signpost parents and families to the garden, ensuring they are aware that they would have open access to be able to sit in solace, to acknowledge their loss in the present and to help process the loss of their dreams and hopes for the future.

The garden would also provide a space for families to visit with siblings. We recognise that having other children, (for those that are able), do not replace the one/s they have lost, yet those who have had very short lives form an important part of a family's identity.

As part of our remit to support families before, during and after such losses, this garden will provide an 'open all hours' safe place for such families to come to remember and reflect. This garden will enhance the quality of care and support that is already provided to our families at their time of loss and would be a positive response to the feedback the health board has received from bereaved families.

The garden would enhance patient experience and form part of ABUHB's commitment to improve services for bereaved families in accordance with the national framework for the delivery of Bereavement Care Wales (2021) that sets out how Wales can respond to those who are or have faced such losses.

The garden will be dedicated to the memory of all babies, infants and children-forever loved always remembered.

#### **5. Have you applied for funding for this item/service elsewhere, including your own charitable fund:**

*Please give details of who you approached, and the response received.*

- Each of the departments will be contributing £1k each from their charitable funds.

- The working group has started a fundraising campaign, with the maternity unit having already raised over £800 via a cake sale.
- A dedicated Just Giving page will be set up and posters will be displayed in the departments with QR codes directing donors to the site.
- The working group will be applying to local businesses in the area for contributions.
- We will be applying to the Blackwood Engineering Trust for funding as directed by a parent.
- We are looking at submitting a request to NHS Forest for a small bundle of 10 trees.
- We approached the Llanfrechfa Walled Garden Charity for assistance with maintenance of the garden but unfortunately there were unable to help us at this time as they have their own projects to focus on.
- We have approached the contractor who is on site now, building the extension to the Emergency Department and as part of their community engagement there is a potential that they could assist with the groundworks.

## 6. Other supporting information:

- Please note we have applied to the Charitable Funds Committee for a new charitable fund to keep the funds for the Baby and Child Memorial Garden Fund separate.
- We have received permission from the Director, Estates and Facilities to put a garden on the hospital site.
- We will engage with our Procurement department who can negotiate costs and advise on other suppliers as soon as we have finalised the design.
- Maintenance of the garden is an issue that has been discussed at length and we will be exploring this with the current contractors that tend the hospital grounds, but we hope to use volunteers to do this.
- We are looking into the criteria for gardening volunteers with the Patient Experience Team who will start the process which will be clear and cover new and existing volunteers to help care for the garden.
- We are working with Works and Estates to ensure we comply with Health Board policies and building regulations, for example we have been told we are not allowed to have any water features.

## 7. Submitted by:

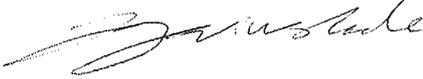
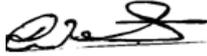
Name: Carol Taplin (on behalf of the Baby and Child Memorial Garden Working Group)

Job title: Specialist Chaplain

Telephone:  
01633 493402

Email: carol.taplin@wales.nhs.uk



<b>8. Supported by:</b> <i>This must be signed by the Directorate Manager/Head of Service</i>	
Name: Jennifer Winslade  Job title: Executive Director of Nursing  Signature: 	Date: 24/10/24
Name: Leanne Watkins  Job title: Chief Operating Officer  Signature: 	Date: 24.10.2024

**Please note you will be asked to complete an evaluation form to demonstrate how your small grant has made a difference.**

**For Charitable Funds Committee Use**

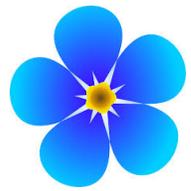
Approved	Not Approved
Next Action:	Reason:

## Presentation by Fundholders on spending plans to the CFC on 7/11/24

<b>Fund # &amp; Name</b>	<b>F770 - YYF DIABETES &amp; CARDIOVASCULAR R &amp; D</b>
<b>Fund purpose</b>	To support research & development, educational activity and equipment for the department – Fund has been there forever
<b>Fundholder presenting</b>	Dr Mohammed Adlan, Consultant Physician
<b>Restricted/Unrestricted</b>	Unrestricted
<b>Balance</b>	£49,953
<b>Spend last 2 years</b>	£4,658
<b>Money first received</b>	>10 years
<b>Comments</b>	Fundholder will attend CFC 7th November meeting with plans to spend the whole fund on a thyroid research project.

<b>Fund # &amp; Name</b>	<b>F812-LEGACY NHH CARDIO V WILLIAMS</b>
<b>Fund purpose</b>	for Nevill Hall for research into heart related illnesses -
<b>Fundholder presenting</b>	Vanessa Williams, Directorate Manager - Cardiology, Diabetes & Endocrine
<b>Restricted/Unrestricted</b>	Restricted
<b>Balance</b>	£43,884
<b>Spend last 2 years</b>	£1,501
<b>Money first received</b>	2022/23
<b>Comments</b>	Cardiology has several large legacy funds and are currently using others for their equipment needs which are frequent. This fund will be used when the other funds are depleted. Fundholder will be attending the 7th November Committee meeting.

<b>Fund # &amp; Name</b>	<b>F813 LEGACY NHH CCU M T SPENCER-JONES</b>
<b>Fund purpose</b>	for the Heart Unit of Nevill Hall Hospital – Received 2011/2012
<b>Fundholder presenting</b>	Vanessa Williams, Directorate Manager - Cardiology, Diabetes & Endocrine
<b>Restricted/Unrestricted</b>	Restricted
<b>Balance</b>	£67,096
<b>Spend last 2 years</b>	£4,724
<b>Money first received</b>	2011/12
<b>Comments</b>	Cardiology has several large legacy funds and are currently using others for their equipment needs which are frequent. This fund will be used when the other funds are depleted. Fundholder will be attending the 7th November Committee meeting.



# Continence, Dementia & Dignity

## Quality Improvement Project

Improving patient experience & effectiveness of continence promotion strategies for people living with dementia in hospital settings



- **Implications Deconditioning – putting someone into incontinence pads instead of toileting changes their future**
- **Sustainable continence care**
- **Analysing PAD data**
- **Trial without pad ?**
- **Training staff in correct pad usage**
- **PROMS/PREMS /STREMS**

# Staff Experience Survey

109 substantive staff

73% completed the survey

36% Registered staff

64% Health care support workers

## Themes

Training / Assessment	9%
Equipment	19%
Staffing / Time	56%
Privacy	9%
Processes / Communication	7%



**Data collected in**  
Sept 23 – Dec 23  
April 24 - May 24



# Patient Experience

## What could we do better?

29 happy with care received and nothing that could be done better.

## Acknowledged time constraints on staff

- *More toilet raisers as I find the toilets quite low and hard to get up from x2*
- *I'm happy with how I've been looked after , but staff are often very busy.*
- *Nothing I'm satisfied with my relatives care*
- *Smaller pads, like the ones I use at home*
- *More spacious toilets x3*
- *Having more people to help out with day to day things such as toilet as buzzer has been pressed a few times and not been taken*
- *Listen to my needs I get muddled on times so need time*
- *Respect patients dignity*
- *Encourage to go to toilet*



Hospital	Patients
C4 East, Royal Gwent Hospital	18
Oak Ward, County Hospital	28
Rowan Ward, County Hospital	5
<b>Total</b>	<b>51</b>



Family and  
Therapies  
Teulu a  
Therapiau



GIG  
CYMRU  
NHS  
WALES  
Bwrdd Iechyd Prifysgol  
Aneurin Bevan  
University Health Board

# Next Steps

- WNCR Continence Risk Assessment high level of compliance 96-98%
- Paper exercise completed on discharge to obtain products when home
- No promotion of continence
- Trial without pad
- Ordering of products reviewed
- Continence Champions
- Upscale and spread





**CYFARFOD BWRDD IECHYD PRIFYSGOLN  
ANEURIN BEVAN  
ANEURIN BEVAN UNIVERSITY HEALTH BOARD  
MEETING**

<b>DYDDIAD Y CYFARFOD: DATE OF MEETING:</b>	07 November 2024
<b>CYFARFOD O: MEETING OF:</b>	Charitable Funds Committee
<b>TEITL YR ADRODDIAD: TITLE OF REPORT:</b>	Charitable Funds - Committee Forward Work Plan 2024/25
<b>CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:</b>	Director of Corporate Governance
<b>SWYDDOG ADRODD: REPORTING OFFICER:</b>	Head of Corporate Governance Governance Support Officer

**Pwrpas yr Adroddiad (dewiswch fel yn addas)  
Purpose of the Report (select as appropriate)**

Ar Gyfer Penderfyniad/For Decision

**ADRODDIAD SCAA  
SBAR REPORT**

Sefyllfa / Situation

The Charitable Funds Committee is asked to consider the draft Committee Forward Work Plan appended to this report for approval. The Forward Work Plan has been developed with due regard to recommendations from the Committee Self-Assessment 2023/24 to enable the Committee to: -

- Fulfil its Terms of Reference;
- seek assurance and provide scrutiny on behalf of the Board, in relation to those items identified within the Committees terms of reference, and,
- seek assurance that governance, risk, and assurance arrangements are in place and working well.

Cefndir / Background

In line with good governance practice, a committee forward work plan has been developed to ensure statutory requirements for items of Committee business are scheduled in across the year. The work plan can therefore be utilised as a tool for informing and pre-empting committee business and support the agenda setting function.

The Forward Work Programme Plan is designed to assist the Committee in the review of its programme of business. It captures the timing of report submissions, identifies items that have been deferred, and captures new requests for reports. The plan also allows the Committee to monitor and review its business at each meeting.

During the period of July to November the following requests and/or changes to the Forward Work Plan have been included:

**Items deferred on the Forward Work Programme:**

- Annual Review of Committee Effectiveness 2024/25 deferred to February’s meeting.

**Additions to the Forward Work Programme:**

- Update on NHS Charities Grant on workforce Wellbeing as requested by the Charitable Funds Committee to be reported in November’s Meeting.

**Asesiad / Assessment**

The Committee is requested to approve the Committee forward work plan as outlined in **Appendix 1** noting that the work plan will be presented at each Committee meeting for oversight and noting.

**Argymhelliad / Recommendation**

The Committee is requested to:

- **RECIEVE** and **APPROVE** the proposed Committee work plan and **NOTE** that it will be brought forward to each future Committee meeting for oversight.

<b>Amcanion: (rhaid cwblhau)</b>	
<b>Objectives: (must be completed)</b>	
Cyfeirnod Cofrestr Risg Corfforaethol a Sgôr Cyfredol: Corporate Risk Register Reference and Score:	The monitoring and reporting of committee business is a key element of the Health Boards assurance framework
Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	Governance, Leadership and Accountability Choose an item. Choose an item. Choose an item.
Blaenoriaethau CTCI IMTP Priorities  <a href="#">Link to IMTP</a>	Choose an item. Choose an item. The Committee Forward Programme monitors delivery of objectives.

Galluogwyr allweddol o fewn y CTCI Key Enablers within the IMTP	Governance
Amcanion cydraddoldeb strategol Strategic Equality Objectives <a href="#">Strategic Equality Objectives 2020-24</a>	Not Applicable Choose an item. Choose an item. Choose an item.

<b>Gwybodaeth Ychwanegol: Further Information:</b>	
Ar sail tystiolaeth: Evidence Base:	N/A
Rhestr Termau: Glossary of Terms:	N/A
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Cyfarfod Bwrdd Iechyd Prifysgol: Parties / Committees consulted prior to University Health Board:	N/A

<b>Effaith: (rhaid cwblhau) Impact: (must be completed)</b>	
<b>Resource Assessment:</b>	A resource assessment is required to support decision making by the Board and/or Executive Committee, including: policy and strategy development and implementation plans; investment and/or disinvestment opportunities; and service change proposals. Please confirm you have completed the following:
• <b>Workforce</b>	Not Applicable
• <b>Service Activity &amp; Performance</b>	Not Applicable
• <b>Financial</b>	Not Applicable
<b>Asesiad Effaith Cydraddoldeb Equality Impact Assessment (EIA) completed</b>	<b>No does not meet requirements</b>  An EQIA is required whenever we are developing a policy, strategy, strategic implementation plan or a proposal for a new service or service change. If you require advice on whether an EQIA is required contact <a href="mailto:ABB.EDI@wales.nhs.uk">ABB.EDI@wales.nhs.uk</a>

**Deddf Llesiant  
Cenedlaethau'r Dyfodol – 5  
ffordd o weithio  
Well Being of Future  
Generations Act – 5 ways  
of working**

<https://futuregenerations.wales/about-us/future-generations-act/>

Not Applicable  
Choose an item.



## **Annual Programme of Business for 2024-25**

### **Charitable Funds Committee**

This Annual Programme of Business has been developed with reference to:

- Aneurin Bevan University Health Board's Standing Orders;
- The discharge of the business needs of the individual Directorates
- The Health Board's Integrated Medium-Term Plan and related Annual Delivery Plan;
- The Board's Assurance Framework and Corporate Risk Register; and
- Key statutory, national and best practice requirements and reporting arrangements.

#### **Area of Focus as per Standing Orders:**

The purpose of the Charitable Funds Committee is to ensure the stewardship and effective management of funds which have been donated, bequeathed and given to the Aneurin Bevan Health Charity for charitable purposes by making and monitoring arrangements for the control and management of the Health Board's Charitable Funds.

MATTERS TO BE CONSIDERED (Report Title)	Lead	Frequency of Report	Dates of Meetings				
			QTR 1/2 3 <sup>rd</sup> July	QTR 3 7 <sup>th</sup> Nov	13 <sup>th</sup> Jan (Accounts)	QTR 4 19 <sup>th</sup> Feb	QTR 1 17 <sup>th</sup> April
<b>Preliminary Matters</b>							
Attendance and Apologies	Chair	SI	√	√	√	√	√
Declaration of Interest	All Members	SI	√	√	√	√	√
Minutes of the Previous Meeting	Chair	SI	√	√	√	√	√
Action log and Matters Arising	Chair	SI	√	√	√	√	√
<b>Committee Governance</b>							
Development of Committee Annual Programme of Business 2024/25	DoCG	AN	√			√	√
Review of Committee Programme of Business	Chair	SI		√		√	√
Annual Review of Committee Terms of Reference 2024/25	DoCG	AN				√	
Annual Review of Committee Effectiveness 2024/25	DoCG	AN		√D		√	
Committee Annual Report 2024/25	DoCG	AN					√

Commented [FS1]: item deferred by RD due to MJ not being in post

Committee Self-Assessment Results 2024/25	DoCG	AN				✓	
<b>Committee Assurance</b>							
Finance & Performance Report to include:- <ul style="list-style-type: none"> <li>Report on Significant Donations, legacies and grant income.</li> <li>Update on new and closed funds</li> <li>Overdrawn Accounts</li> <li>KPIs Review</li> </ul>	AHOFA	SI	✓	✓		✓	✓
Legislation Changes	HOFSA	SI	✓	✓		✓	✓
Funds available to the Committee	HOFSA	SI	✓	✓		✓	✓
Consideration of Bids/Small Grants	HOFSA	SI	✓	✓		✓	✓
Update on Property Matters	HOFSA	SI	✓	✓		✓	✓
Spending Plans over £25K	HOFSA	Bi-AN	✓			✓	
Level of Reserves	AFD	AN	✓				
Review of Investment Strategy and Performance (CCLA)	AFD	AN					✓
Review of Financial Control Procedure	AFD	AN				✓	
Administration Charge	HOFSA	AN		✓			
Draft Accounts and Annual report	HOFSA	AN		✓			
Final Accounts and Annual report for approval	HOFSA	AN			✓		

Attendance of fund holders for slow moving funds	DOFP	Action CFC SI	√	√		√	√
Evaluation of Bid CFC-261 Bladder Bowel	CFM	Action CFC	√D	√			
NHS Charites Grant on workforce Wellbeing update	AHOFA	Action CFC		√			

Commented [FS2]: action from july meeting

<b>Lead Officer</b>	
<b>Key</b>	
CEO	Chief Executive
DoCG	Director of Corporate Governance
DoF&P	Director of Finance & Procurement
DoSP&P	Director of Strategy, Planning & Partnerships
COO	Chief Operating Officer
DPH	Director of Public Health
DoT&HS	Director of Therapies & Health Science
DoW&OD	Director of Workforce & Organisational Development

DoN	Director of Nursing
MD	Medical Director
DOD	Director of Digital
Chair	Chair
AFD	Assistant Finance Director
HOFSA	Head of Finance
CFM	Charitable Funds Manager

Frequency of Inclusion	
<b>Narrative of Reason why Included in the FWP – other reasons to be developed as part of FWP discussions</b>	
<b>SI</b>	Standing Item
<b>An</b>	Annual
<b>1/4ly</b>	Quarterly
<b>BI</b>	!/2 yearly
<b>Schedule of Meetings</b>	
<b>v</b>	Scheduled agenda item in FWP
<b>D</b>	Deferred from this agenda
<b>vD</b>	Deferred Scheduled agenda item
<b>W</b>	Withdrawn from FWP
<b>T</b>	Transferred to another Committee
<b>IC</b>	Matter discussed In Committee