

Charitable Funds Committee

Thu 09 November 2023, 09:30 - 12:30

Microsoft Teams



Agenda

0 min **1. PRELIMINARY MATTERS**

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 28th June 2023

Attached *Chair*

 1.4 Draft CFC Minutes 28 June 2023 BC PD Approved.pdf (11 pages)

1.5. Committee Action Log


Attached *Chair*

 1.5 Charitable Funds Action Log - November 2023.pdf (5 pages)


0 min **2. ITEMS FOR APPROVAL/RATIFICATION/DECISION**

2.1. Draft Annual Accounts & Annual Report 22/23

Attached *Head of Financial Services & Accounting*


 2.1 Draft Annual Accounts & Annual Report 09.11.23.pdf (5 pages)

 2.1a ABUHB Draft Charitable Funds Accounts 2022-23.pdf (21 pages)

 2.1b Charitable Funds Draft Annual Report 2022-23.pdf (41 pages)

2.2. Finance Report

Attached *Assistant Head of Financial Accounting*

 2.2 Finance Report 09.11.23.pdf (10 pages)

 2.2a Finance Report Appendix A Nov 23.pdf (1 pages)

 2.2b New Fund Request - ABUHB Urology Bladder Cancer Fund.pdf (2 pages)

 2.2c New Fund Request - Project Kickstart.pdf (3 pages)

 2.2d New Fund Request - Recovery Through Sport.pdf (1 pages)

 2.2e New Fund Request - Supervision Programme.pdf (2 pages)

2.3. Level of Reserves 23-24


Attached *Head of Financial Services & Accounting*

 2.3 Level of Reserves 2023-24-v2.pdf (6 pages)

 2.3a Appendix 1 - Extract from CF Procedure - Appendix 11 - CF investment and Reserve Policy.pdf (4 pages)

2.4. Funds Available and CFC Small Grants Scheme

Attached *Head of Financial Services & Accounting*

 2.4 Available Funding & Small Grants .pdf (5 pages)

2.4.1. SGS-012 Well Being Pop up Events across ABUHB

Attached *Head of Financial Services & Accounting*

 2.4.1 SGS-012 Wellbeing Pop-up Feedback.pdf (12 pages)

2.4.2. SGS-013 Mental Health & Learning Disabilities Well being Space

Attached *Head of Financial Services & Accounting*

 2.4.2 SGS 012- MHL- PUPI- activity. doc.pdf (3 pages)

 2.4.2a SGS 013-MHL-popup.pdf (5 pages)

2.4.3. CFC 264 Televisions for Bedwas Ward, Ysbyty Ystrad Fawr

Attached *Head of Financial Services & Accounting*

 2.4.3 CFC-264 Bid TVs BEDWAS WARD, YF.pdf (6 pages)

2.5. Administration Charge 23/24

Attached *Head of Financial Services & Accounting*

 2.5 Administration Charges 23-24.pdf (5 pages)

0 min 3. ITEMS FOR DISCUSSION

3.1. Update on Spending Plans for over £25k/Static Funds

Oral *Invited Fund holders*

3.1.1. F367-RGH ENT RESEARCH/TEACHING

Oral *Directorate Manager, ENT*

3.1.2. F340-ABUHB RHEUMATOLOGY

Oral *Directorate Manager, Rheumatology*


3.1.3. F342 LEGACY NHH RHEUM I M MORRIS

Oral *Directorate Manager, Rheumatology*

3.2. Committee Effectiveness

Attached *Director of Corporate Governance*

 3.2 CFC_Self Assessment of Committee Effectiveness Cover Report.pdf (4 pages)

 3.2a Final CFC Self Assessment Template.pdf (5 pages)

3.3. Evaluation/Feedback from SGS-009- Person Centred Value Based Health Care Education Programme

Oral *Value Based Health Care Team*

0 min **4. ITEMS FOR INFORMATION**

4.1. Legislation Changes

Attached *Head of Financial Services & Accounting*

 4.1 Legislative Changes.pdf (3 pages)

0 min **5. OTHER MATTERS**

5.1. Items to be Brought to the Attention of the Board and Other Committees

Oral *Chair*

5.2. Any Other Urgent Business

Oral *Chair*

5.3. Date of the Next Meeting

Monday 22nd January 2024 – 12:00-14:00

DATE OF MEETING	Wednesday 28th June 2023
VENUE	Microsoft Teams

PRESENT	Paul Deneen - Independent Member (Chair) Louise Wright- Independent Member (Vice Chair) Iwan Jones- Independent Member Nicola Prygodzicz- Chief Executive Robert Holcombe- Director of Finance, Procurement and Value Based Health Care (VBHC)
IN ATTENDANCE	Estelle Evans- Head of Financial Services and Accounting Alison Griffiths- Charitable Funds Manager Stephen Chaney- Deputy Head of Internal Audit Susan Gauntlett – Assistant Head of Financial Accounting Rebecca Atkinson – Committee Secretariat
APOLOGIES	Rani Dash- Director of Corporate Governance

CFC/2806/01	Preliminary Matters
CFC/2806/01.1	Welcome and Introductions The Chair welcomed everyone to the meeting and notified the committee that he had been appointed as Chair of the Committee by Ann Lloyd, Chair of Aneurin Bevan University Health Board. Paul Deneen (PD) Independent Member thanked Katija Dew, the outgoing Chair for her commitment and input to the Charitable Funds Committee.
CFC/2806/01.2	Apologies for Absence Apologies for absence were noted.
CFC/2806/01.3	Declarations of Interest There were no declarations of interest to record.
CFC/2806/01.4	Draft Minutes of the meeting held on 2nd March 2023 The minutes of the meeting held on 2 nd March 2023 were reviewed and the following changes requested:



	<ul style="list-style-type: none"> • CFC/0203/2.1 second paragraph – ‘on reserves’ to be added after ‘£17K’. • CFC/0203/2.3 CFC -261 Action to be added for Director of Finance to follow up that the findings from the improvement project are presented to the Committee. <p>Once the changes have been made the Committee approved as a true and accurate record.</p>
<p>CFC/2806/01.5</p>	<p>Committee Action Log</p> <p>The Committee received the action log. Members were content with progress made in relation to completed actions and against any outstanding actions.</p> <p>Iwan Jones (IJ) asked regarding item CFC/0203/2.1 of the Minutes and liquidity whether the Health Board needed a Liquidity Policy to set out our maximum and minimum balances for the fund. IJ further suggested that the Health Board hold enough for expected or known cash flow for three to 6 months. Estelle Evans, Head of Financial Services and Accounting will undertake a review of the liquidity and report back to the Committee at a future meeting to decide what action needs to be taken.</p> <p>Action: Head of Financial Services and Accounting</p> <p>The Committee RECEIVED the report for information.</p>
<p>CFC/2806/2</p>	<p>Items for Approval/Ratification/Decision</p>
<p>CFC/2806/2.1</p>	<p>Committee Draft Workplan</p> <p>The Committee ACCEPTED the Charitable Funds Committee Programme of Business 2023/2024.</p>
<p>CFC/2806/2.2</p>	<p>Finance Report</p> <p>Susan Gauntlett (SG), Assistant Head of Financial Accounting outlined the Financial Report for Period Ending 31 March 2023.</p> <p>SG gave a summary of the level of Income and Expenditure for the financial year. A total income of £1,143K for the year split across donations, legacies and grant income. A total expenditure of £1,048K. A loss of</p>



£377 on investment assets which leads to a years' deficit of £282K. This figure is offset with the net assets of the Charity of £5,775 Million.

A table was produced to show the significant income that the Charity had received during 2023. The table listed all donations received over £1K via grants, donations or legacies.

CCLA Assets at the end of the year totalled £5,102 million.

The overall cash balance at the end of 2023 was £527K and there were no overdrawn accounts at the end of March 2023.

SG outlined a list of funds that had been spent or merged during the later part of the year that had not yet been provided for the Committee. SG further requested that two further funds be set up for grant funding that was to be received.

Data on KPI's was outlined showing number of merged funds, expenditure expressed as a percentage of the overall funds balance and donations received in the year, number of funds and number of static funds.

SG provided an update on the Unrealised Loss and Reserve table produced at the last CFC Meeting. The overall loss of £11K was apportioned across all the funds. The CCLA valuation has increased slightly with a small gain of £13K showing.

Iwan Jones (IJ) Independent Member asked if the properties included in the report had been re-valued or whether a new property had been added as there was an increase in the property portfolio figure. Estelle Evans (EE), Head of Financial Services and Accounting confirmed that it was a re-valuation of the properties.

It was agreed that a paragraph would be included in future reports to explain the procedure for dealing with the increase in the value of properties. **Action: Head of Financial Services and Accounting**

Robert Holcombe (RH), Director of Finance, Procurement and Value Based Health Care (VBHC) further outlined that regarding KPI's, the aim was to rationalise the number of funds to ensure favourable movement of funds and



spending and to note that the direction of travel is aligned to the Committee's request.

The Committee **NOTED** the report.

CFC/2806/2.3

Levels of Reserve 2023-24

Estelle Evans (EE), Head of Financial Services and Accounting explained that it was a requirement of the Charitable Funds Financial procedure for a reserve to be maintained by the Charitable Funds Committee (CFC). EE outlined the report to provide the CFC with options on how funding can be utilised to recreate a reserve for 2023/24.

EE reported that based on the position at year end, which was a net loss in our investments, reserves had been utilised to fund that loss. As a result the Health Board had no reserves set aside and, as a Charity, there was a need to create a reserve going forward for this year.

The proposal was for the reserve to be created to £396K for 2023/24 using the following:-

- Retain the interest and dividends at the end of the year.
- Retain any unrealised gain on investments at the end of the year.
- Top slice the balance from the individual funds held apportioned based on the fund balance at the end of March. This action to be undertaken if the other two points are not sufficient to create the required reserve value.

The Committee was asked to confirm the proposal to recreate the required Charitable Fund.

Iwan Jones (IJ), Independent Member asked for a copy of the ABUHB Reserves Policy to try to understand what the process is and what we are trying to achieve. Estelle Evans (EE), Head of Financial Services and Accounting to circulate to the Committee. Committee Secretariat to add a review of the Reserves Policy to the agenda for the next Committee Meeting.

Action: Head of Financial Services and Accounting / Committee Secretariat.



	<p>The Committee AGREED the proposal and action as detailed in the paper.</p>
<p>CFC/2806/2.4</p>	<p>Funds Available and CHC Small Grants Scheme</p> <p>The report presented provided the Committee with details of funds that are available to them as of 31st March 2023 and includes three small grant requests for consideration.</p>
<p>CFC/2806/2.4.1</p>	<p>SGS 009 Value Based Conference</p> <p>Robert Holcombe (RH), Director of Finance, Procurement and Value Based Health Care (VBHC) reported that this was a retrospective claim for £4,500 to support the Person Centred Value Based Health Care (PCVBHC) Education Programme.</p> <p>The cost was to allow 70 staff from clinical, operational and support services, including cardiology, diabetes, planning, finance and primary care to attend the Education Programme.</p> <p>RH reported that a programme of work was established with some global leaders in Value Based Healthcare and the investment will form content for our own ongoing in-house programme from the content from this initial investment.</p> <p>RH reported that feedback will be brought to the Committee towards the end of the year. Action: Director of Finance, Procurement and Value Based Health Care (VBHC)</p> <p>Iwan Jones (IJ), Independent Member asked about the backfill for the number of staff attending the course. RH reported that that analysis was not available, but that notice was provided, and cover should have been provided by sessional work and internal cover.</p> <p>Louise Wright (LW), Independent Member asked about the total costs for the event as the figure did not appear on the paper. RH reported that funding for the cost of the development of the programme came from a Value Based Healthcare Fund last year. The funding request was for the event and not the development of the programme.</p> <p>The Committee APPROVED the request.</p>



CFC/2806/2.4.2

SCS 010 Clinical Supervision

A request for £3,500 was submitted to the Committee to develop a Clinical Supervision Programme based in the Quality and Safety Department, Mental Health and LD based at St Cadoc's Hospital.

The £3,500 would allow the department to:-

- Progress the application with CPCAB and invite the invoice.
- A one-off fee for the tutor to support this years application which required a VT contingency fund (£2K)
- The 'outdoor fee' to support the introduction of a nature-based unit on the programme as a one off pilot basis to see if it works. This involved hiring a room at RSPB Wetlands for a day (£200).

Louise Wright (LW), Independent Member asked about ongoing funding for the in-house training. Estelle Evans (EE), Head of Financial Services and Accounting reported that there was no request for ongoing funding just this one-off request.

The Committee **APPROVED** the request.

CFC/2806/2.4.3

SCS 011 Advanced Communication Skills Training, Cancer Services

Estelle Evans (EE), Head of Financial Services and Accounting reported that this request was part funding for Advanced Communication skills training for Allied Health Professionals and nurses working within Cancer Services. This training was also part funded by Macmillan Cancer Support.

This was a 2-day course aimed at staff dealing with families and colleagues. The course would be repeated a few times during the year. The request was for a one-off payment with no request for ongoing costs. The request was for £3,000 towards the cost of the course provided by Reach Communication Skills.



	<p>Paul Deneen (PD), Chair reported that this was a good opportunity to undertake joint team working with Macmillan Cancer care on team projects.</p> <p>PD further requested that the proforma for requesting funds be reviewed to ensure that feedback is a routine requirement when asking for funding. Robert Holcombe (RH), Director of Finance, Procurement and Value Based Health Care (VBHC) will arrange to collate comments from the Committee member and circulate a new proforma to the Committee. Committee Secretariat to add this as an agenda item for the next meeting.</p> <p>Action: Director of Finance, Procurement and Value Based Health Care (VBHC) / Committee Secretariat</p> <p>The Committee APPROVED the request.</p>
CFC/2806/2.5	<p>Ratification of the Appointment of Investment Managers</p> <p>Estelle Evans (EE), Head of Financial Services and Accounting reported that the Health Board went out for tender in late 2022 for the appointment of Investment Managers. Five bids were received and were evaluated by Independent Members, NWSSP procurement and Health Board Employees. Of those five bids, 2 were interviewed and CCLA scored highest against the set criteria, therefore CCLA were reappointed for a term of 3 years with an option for an additional year.</p> <p>EE further reported that due to the timing of the Committee meetings the Committee members were contacted virtually prior to the tender being awarded to seek approval.</p> <p>The Committee was asked to formally ratify the appointment of CCLA as the Health Boards Investment Manager.</p> <p>The Committee RATIFIED the decision and AGREED the appointment.</p>
CFC/2806/3	Items for Discussion
CFC/2806/3.1	Annual Spending Plans over £25k Update



Estelle Evans (EE), Head of Financial Services and Accounting outlined the report to provide an update on spending plans of funds with balances over £25K as requested by the Committee.

The Charitable Fund holds a total value of £5.763 million consisting of 419 individual funds as at 31st March 2023. Of these funds there were 56 that had balances over £25K representing 13% of the total number of funds and 64% of the total value of the funds.

The appendix showed the types of funds that were held with the key points being:-

- The three valuation funds relate to 13 Clytha Square (£250K), TP Price Estate (£81K) and the Domestic Chaplain Painting (£25K)
- The Charitable Funds Committee also holds its own fund which covers committed and remaining money available for its small grants scheme.
- The Charity's own Covid fund has commitments against the full bale of the fund which has been submitted to the Committee.
- There are 2 Grant funds which are restricted funds and relate to grants received from NHS Charities Together Covid monies and have commitments against them.

EE reported that Health Board were still holding £3,022 million in relation to funds. The Breast fund is waiting to start in December 2023 which is why the total is high.

The Committee was asked to discuss the report and identify which Fundholders to invite to future meetings to see how they can be assisted to ensure that funds are spent in a timely manner.

Alison Griffiths (AG), Charitable Funds Manager had identified four funds to be invited to present at future Committee meetings. These were Rheumatology, Nephrology, Monmouth Community Nurses and Diabetes and Cardiovascular.

Robert Holcombe (RH), Director of Finance, Procurement and Value Based Health Care (VBHC) suggested prioritising those funds with large balances and no predicted plans for spending to enable the Committee to encourage the development of spending.



Louise Wright (LW), Independent Member asked if the money allocated to St Woolos was patient or staff related or both. AG confirmed that the fund is for both.

Paul Deneen (PD) Chair suggested that on the report prior to Independent Member and Executive Team Member visits, any issues that have been raised by the Staff are highlighted so the work of the Charitable Funds Committee can be highlighted.

CFC/2806/3.2

Update on 13 Clytha Square

Estelle Evans (EE), Head of Financial Services and Accounting provided the Committee with an update on the potential sale of 13 Clytha Square.

In order to sell the property alternative accommodation in or close to the Royal Gwent Hospital needed to be located to rehouse the staff currently based in 13 Clytha Square. EE had received an update this week that there are 8 WTE to be relocated. The Accommodation Group were undertaking a review of occupancy in all buildings of the Royal Gwent Hospital by the end of the year.

EE further reported that there were issues recently identified with the fire alarm system and fire escape. EE was waiting for an update from the Accommodation Group. A further update would be provided to the next meeting.

Action: Head of Financial Services and Accounting / Committee Secretariat

Iwan Jones (IJ), Independent Member, asked if any sale process had started on the property and whether it would be worth getting it valued. EE reported that it was not currently in the sale process but the property had been valued with the best option to sell 'as is'.

IJ asked if we can start the process of selling the property now. EE agreed to look into this and begin the process.

Action: Head of Financial Services and Accounting

Louise Wright (LW), Independent Member asked if the 8 WTE are patient facing and whether the property is just their base. EE confirmed that 13 Clytha Square is the staff



	<p>base and they see patients in the Royal Gwent Hospital which is why they need to be nearby.</p> <p>The Committee NOTED the update.</p>
CFC/2806/4	Items for Information
CFC/2806/4.1	<p>Legislation Changes</p> <p>Estelle Evans (EE), Head of Financial Services and Accounting informed the Committee that there were no additional changes to note in this meeting.</p> <p>The Committee NOTED the update.</p>
CFC/2806/4.2	<p>TP Price Update</p> <p>Estelle Evans (EE), Head of Financial Services and Accounting reported that they have been advised to register the land and freehold before trying to sell the property. The registration route was currently underway but unfortunately there was a delay and backlog with the Land Registry which was being progressed. It is hoped to go to auction in September 2023. An update will be provided to the Committee.</p> <p>Action: Head of Financial Services and Accounting</p> <p>The committee NOTED the update.</p>
CFC/2806/5.0	Other Matters
CFC/2806/5.1	<p>Items to be Brought to the Attention of the Board and Other Committees</p> <p>There were no matters arising. The Chair thanked everyone involved for their input and contribution. PD particularly thanked those who had produced the papers and to RA for facilitating the meeting.</p>
CFC/2806/5.2	<p>Any Other Urgent Business</p> <p>The Chair</p>
CFC/2806/5.2	<p>Date of Next Meeting</p> <p>Thursday 9th November 2023</p>



Outstanding	In Progress	Not Due	Completed	Transferred to another Committee
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Committee Meeting	Minute Reference	Agreed Action	Lead	Target Date	Progress/ Completed
June 2022	CFC 1006/06	Revised Terms of Reference The Committee requested any future changes to the Terms of Reference presented to the Committee showed as "tracked changes" to highlight the amendments.	Director of Corporate Governance	July 2023	Noted.
Requested in June 2023- taken from March 2023 Minutes	CFC/0203/2.3	Expenditure Requests for Approval; CFC-261 Bladder Bowel Quality Improvement Project On completion of the improvement project, findings would be presented to the Committee and Board.	Head of Financial Services and Accounting	January 2024	Not yet due.
March 2023	CFC/0203/2.2	Financial Control Procedure Update: A review the policy of sponsorships received by the Health Board, to be undertaken, outside of the Charitable Funds.	Director of Finance and Procurement	End of March 2024	Review of the Health Board's Standards of Business Conduct is being undertaken, which will include sponsorships

Committee Meeting	Minute Reference	Agreed Action	Lead	Target Date	Progress/ Completed
March 2023	CFC/0203/4.5	Annual Presentation from our Investment Company (CCLA): An overview of Charitable Funds investments to take place.	Assistant Finance Director	January 2024	Not yet due.
June 2023	CFC/2806/01.4	Minutes of the previous meeting: Amendments as outlined in main minutes.	Committee Secretariat		Complete
June 2023	CFC/2806/01.5	Committee Action Log Undertake a review of the liquidity and report back to the Committee at a future meeting to decide what action needs to be taken.	Head of Financial Services and Accounting	November 2023	On agenda – within Finance Report Complete
June 2023	CFC/2806/2.2	Finance Report It was agreed that a paragraph would be included in future reports to explain the procedure for dealing with the increase in the value of properties.	Head of Financial Services and Accounting	November 2023	Complete

Committee Meeting	Minute Reference	Agreed Action	Lead	Target Date	Progress/ Completed
June 2023	CFC/2806/2.3	Levels of Reserve 2023-24 Head of Financial Services and Accounting to circulate to the Reserves Policy to the committee. Committee Secretariat to add a review of the Reserves Policy to the agenda for the next Committee Meeting.	Head of Financial Services and Accounting	November 2023	Reserves Policy Circulated to members on 21 st August 2023. On agenda for the November 2023 meeting. Complete
June 2023	CFC/2806/2.4.1	SGS 009 Value Based Conference An update to be presented to the Committee towards the end of the year.	Director of Finance, Procurement and Value Based Health Care (VBHC)	December 2023	On November Agenda Complete
June 2023	CFC/2806/2.4.3	SCS 011 Advanced Communication Skills Training, Cancer Services Proforma for requesting funds be reviewed to ensure that feedback is a routine requirement when asking for funding. Comments to be collated and a new proforma to the Committee.	Director of Finance, Procurement and Value Based Health Care (VBHC)		Complete - Form has been amended to request feedback.

Committee Meeting	Minute Reference	Agreed Action	Lead	Target Date	Progress/ Completed
		Committee Secretariat to add this as an agenda item for the next meeting.			
June 2023	CFC/2806/3.1	Annual Spending Plans over £25k Update Charitable Funds Manager to identify funds and arrange for teams to present at future meetings.	Charitable Funds Manager	November 2023	Complete
June 2023	CFC/2806/3.1.2	Annual Spending Plans over £25k Update Charitable Funds Manager to follow-up on the quality visit to Springfield Unit and with the staff, noting that the décor in their surgical staff room needed improving.	Charitable Funds Manager	November 2023	Update included on the agenda for the November meeting. Complete
June 2023	CFC/2806/3.2	Update on 13 Clytha Square Head of Financial Services and Accounting to provide an update from the Accommodation Group. A further update would be provided to the next meeting.	Head of Financial Services and Accounting / Committee Secretariat	November 2023	Update included on the agenda for the November Meeting. Complete

Committee Meeting	Minute Reference	Agreed Action	Lead	Target Date	Progress/ Completed

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.

DYDDIAD Y CYFARFOD: DATE OF MEETING:	09 November 2023
CYFARFOD O: MEETING OF:	Charitable Funds Committee
TEITL YR ADRODDIAD: TITLE OF REPORT:	Draft Annual Accounts & Annual Report 2022-23
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Robert Holcombe, Director of Finance, Procurement and Value Based Healthcare
SWYDDOG ADRODD: REPORTING OFFICER:	Estelle Evans, 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 2023 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 2023 with the Charities Commission before 31 January 2024. 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 in the Autumn.

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 2022/23:

Statement of Financial Activities for year ended 31 March 2023: (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 £54K from the previous year to £614K. There were 5 legacies received in the year.

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

Income from courses has increased by £118k from the previous year as courses resume post covid levels. Other income has increased by £86k, mainly due to monies received in respect of filming at St Cadoc's Hospital.

Investment Income (Note 7, Page 10 of Accounts)

Investment income has increased by £13K from the previous year to £200K 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 £118K. The main increase in spend relates to staff education & welfare and the purchase of new equipment.

The net impact of income and expenditure is an increase in funds of £96k before investment gains, compared with an increase of £51k in the previous year. (Page 2 of Accounts)

Loss on Investment Assets (Page 2 of Accounts)

During the year there has been a net loss of £370K on investments which is mainly with CCLA reflecting stock market increases on underlying investments.

The stock market decreases since the previous year caused our CCLA investments to decrease from £5,484K on 1st April 2022 to £5,102K on 31st March 2023 (Note 16, Page 13 of Accounts).

The net movement in funds for the year is therefore a decrease of £274K. (Page 2 of Accounts)

Balance Sheet as at 31 March 2023 (Page 3 of Accounts)

Net assets / liabilities have decreased by £274K reflecting the decrease in funds during the year. The main movement in the balance sheet consists of a decrease in the value of the CCLA investments. The balances sheet movements are as follows:



	£000
Investments	-370
Increase in Cash Balances	154
Increase in Debtor Balances	-3
Increase in Creditor Balances	-55
Total	-274

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

	Balance 1 Apr 2022 £000	Disposals £000	Realised Gains / (Losses) £000	Unrealised Gains / (Losses) £000	Balance 31 Mar 2023 £000
Fixed Asset Investments					
Investments					
CCLA	5,484	-	-	382	5,102
	5,484	-	-	382	5,102
Property					
13 Clytha Square	250	-	-	-	250
TP Price - Newport / Six Bells	18	-	-	7	25
TP Price - Strip of land Oakdale	50	-	-	5	55
	318	-	-	12	330
Other					
Painting	25	-	-	-	25
Total per Note 16 of the Accounts	5,827	-	-	370	5,457

Cash Balances (Note 18, Page 14 of Accounts)

Cash at 31 March 2022 totalled £527K as follows:

	£000
Nat West Current Account	505
Santander Bonus Account	21
Petty Cash	1
Total	527

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 is expected to commence in the Autumn. Once the audit is complete, the final Accounts and Annual Report will be presented to the Board for approval.

The final step will be to file the Annual Accounts and the Annual Report with the Charity Commission before the 31st January 2024 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 2022/23.

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 2022/23.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

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

Gwybodaeth Ychwanegol:

Further Information:

<p>Ar sail tystiolaeth: Evidence Base:</p>	
<p>Rhestr Termau:</p>	



Glossary of Terms:	
Partion / 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)	
	Is EIA Required and included with this paper No does not meet requirements
Asesiad Effaith Cydraddoldeb Equality Impact Assessment (EIA) completed	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 ABB.EDI@wales.nhs.uk
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.



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 2023 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 2023

	Note	Unrestricted funds £000	Restricted Income funds £000	Total Funds 2022-23 £000
Incoming resources from generated funds:				
Donations, legacies and grants	4	418	196	614
Charitable activities	5	330	0	330
Investments	7	161	39	200
Total incoming resources		909	235	1,144
Expenditure on:				
Raising Funds	8	9	0	9
Charitable activities	9	812	227	1,039
Total expenditure		821	227	1,048
Net gains / (losses) on investments	16	(286)	(84)	(370)
Net income / (expenditure)		(198)	(76)	(274)
Transfers between funds	22	(73)	73	0
Net Movement in funds		(271)	(3)	(274)
Reconciliation of Funds				
Total Funds brought forward	23	4,802	1,242	6,044
Total Funds carried forward		4,531	1,239	5,770

Statement of Financial Activities for the year ended 31 March 2022

	Note	Unrestricted funds £000	Restricted Restricted Income funds £000	Total Total Funds 2021-22 £000
Incoming resources from generated funds:				
Donations, legacies and grants	4	399	269	668
Charitable activities	5	126	0	126
Investments	7	149	38	187
Total incoming resources		674	307	981
Expenditure on:				
Raising Funds	8	8	0	8
Charitable activities	9	716	206	922
Total expenditure		724	206	930
Net gains / (losses) on investments	16	539	38	577
Net income / (expenditure)		489	139	628
Transfers between funds	22	0	0	0
Net Movement in funds		489	139	628
Reconciliation of Funds				
Total Funds brought forward	23	4,313	1,103	5,416
Total Funds carried forward		4,802	1,242	6,044

Balance Sheet as at 31 March 2023

	Note	Unrestricted funds £000	Restricted Income funds £000	Total 31 March 2023 £000	Total 31 March 2022 £000
Fixed assets:					
Investments	16	4,194	1,263	5,457	5,827
Total fixed assets		4,194	1,263	5,457	5,827
Current assets:					
Debtors	17	204	24	228	231
Cash and cash equivalents	18	397	130	527	373
Total current assets		601	154	755	604
Liabilities:					
Creditors: Amounts falling due within one year	19	264	178	442	387
Net current assets / (liabilities)		337	(24)	313	217
Total net assets / (liabilities)		4,531	1,239	5,770	6,044
The funds of the charity:					
Restricted income funds	23	0	1,239	1,239	1,242
Unrestricted income funds	23	4,531	0	4,531	4,802
Total funds		4,531	1,239	5,770	6,044

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

Approved by the Trustees on xx January 2024 and signed on its behalf by:

Signed :

Name : (Chair of Trustees)

Statement of Cash Flows for the year ending 31 March 2023

	Note	Total Funds 2022-23 £000	Total Funds 2021-22 £000
Cash flows from operating activities:			
Net cash provided by (used in) operating activities	21	(46)	(52)
Cash flows from investing activities:			
Dividend, interest and rents from investments	7	200	187
Proceeds from the sale of investments	16	0	0
Net cash provided by (used in) investing activities		200	187
Change in cash and cash equivalents in the reporting period		154	135
Cash and cash equivalents at the beginning of the reporting period	18	373	238
Cash and cash equivalents at the end of the reporting period	18	527	373

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 key 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 2022/23 accounts.

As at 31st March 2023, there is no other information to show that assets/liabilities would need to be materially adjusted during 2023/24.

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:

	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 has 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.

3. Related party transactions (continued)

In 2021-22 the charity had significant material transactions with Aneurin Bevan University Local Health Board as follows:

	2021-22		As at 31st March 2022	
	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	930	24	175	5

The Corporate Trustee had interests in related parties as follows:

Member	Related Organisation	Relationship with Related Party	2021-22		As at 31st March 2022	
			Expenditure to related party	Income from related party	Amounts owed to related party	Amounts due from related party
			£000	£000	£000	£000
Robert Holcombe	JW Bowkett (Electrical Installation) Ltd	Son is an Employee of the Company	1	0	0	0
Emrys Elias	Velindre NHS Trust	Spouse is Employee (Seconded to Health Inspectorate Wales)	0	0	0	0
Richard G Clark	Torfaen County Borough Council	County Borough Councillor, Deputy Leader and Elected Member	0	0	0	0
Prof Helen Sweetland	Cardiff University	Employed	6	1	6	1

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.

4. Income from donations, legacies and grants

	Unrestricted funds £000	Restricted Income funds £000	Total 2022-23 £000	Total 2021-22 £000
Donations	418	0	418	399
Legacies	0	146	146	170
Grants	0	50	50	99
	418	196	614	668

5. Income from charitable activities

	Unrestricted funds £000	Restricted Income funds £000	Total 2022-23 £000	Total 2021-22 £000
Course income	219	0	219	101
Other income	111	0	111	25
	330	0	330	126

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.

Due to the pandemic and in order to comply with Government guidelines and hospital infection control measures, some of these volunteer services were suspended during the year.

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 2022-23 £000	Total 2021-22 £000
Fixed asset equity and similar investments	161	39	200	187
Short term investments, deposits and cash on deposit	0	0	0	0
	161	39	200	187

8. Analysis of expenditure on raising funds

	Unrestricted funds £000	Restricted Income funds £000	Total 2022-23 £000	Total 2021-22 £000
Fundraising office	0	0	0	0
Fundraising events	0	0	0	3
Investment management	0	0	0	0
Support costs	9	0	9	5
	9	0	9	8

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

	Grant funded activity £000	Support costs £000	Total 2022-23 £000	Total 2021-22 £000
Medical research	0	0	0	3
Purchase of new equipment	405	62	467	397
Building and refurbishment	16	2	18	36
Staff education and welfare	377	58	435	262
Patient education and welfare	103	16	119	224
	901	138	1,039	922

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

11. Movements in funding commitments

	Current liabilities	Non-current liabilities	Total 31 March 2023	Total 31 March 2022
	£000	£000	£000	£000
Opening balance at 1 April	274	0	274	406
Movement in funding commitments	389	0	389	(132)
Closing balance at 31 March 2023	663	0	663	274

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	Charitable activities	Total 2022-23	Total 2021-22	Basis
	£000	£000	£000	£000	
Governance					
External audit	0	19	19	16	Average fund balance
Finance and administration	6	67	73	65	Average fund balance
Total governance	6	86	92	81	
Finance and administration	3	52	55	58	Average fund balance
Total Finance and Administration	3	52	55	58	
	9	138	147	139	

	Unrestricted funds	Restricted Income funds	Total Funds 2022-23	Total Funds 2021-22
	£000	£000	£000	£000
Raising funds	9	0	9	5
Charitable activities	106	32	138	134
	115	32	147	139

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 £167,563 (2021-22: £200,198) for these services.

15. Auditors remuneration

The auditors remuneration of £18,761 (2021-22: £16,314) 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 2022-23 £000	Total 2021-22 £000
Market value brought forward	318	5,484	0	25	5,827	5,250
Add: additions to investments at cost	0	0	0	0	0	0
Less disposals at carrying value	0	0	0	0	0	0
Add any gain / (loss) on revaluation	12	(382)	0	0	(370)	577
Movement of cash held as part of the investment portfolio	0	0	0	0	0	0
Market value as at 31st March 2023	330	5,102	0	25	5,457	5,827

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 freehold ground rent 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

Debtors under 1 year	Total 31 March 2023 £000	Total 31 March 2022 £000
Accrued income	144	71
Trade Debtors	62	133
Prepayments	22	27
	228	231

18. Analysis of cash and cash equivalents

	Total 31 March 2023 £000	Total 31 March 2022 £000
Current Accounts	526	372
Petty Cash	1	1
	527	373

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

Creditors under 1 year	Total 31 March 2023 £000	Total 31 March 2022 £000
Trade creditors	246	259
Deferred Income	181	125
Accruals	15	3
Total creditors	442	387

20. Analysis of Deferred Income

	Total 1 April 2022 £000	Deferred £000	Released £000	Total 31 March 2023 £000
Grant Income	84	96	(16)	164
Other Income	41	17	(41)	17
	125	113	(57)	181

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

	Total 2022-23 £000	Total 2021-22 £000
Net income / (expenditure) (per Statement of Financial Activities)	(274)	628
Adjustment for:		
(Gains) / losses on investments	370	(577)
Dividends, interest and rents from investments	(200)	(187)
(Increase) / decrease in debtors	3	(43)
Increase / (decrease) in creditors	55	127
Net cash provided by (used in) operating activities	<u>(46)</u>	<u>(52)</u>

22. Transfer between funds

Transfers have been actioned between Unrestricted funds during 2022/23 to streamline the number of funds in line with the Charitable Funds Committee plans to merge and reduce the number of Charitable Funds.

In addition, centrally held reserves were transferred across all funds to partially offset the loss on investments allocated to each fund.

23. Analysis of funds**a. Analysis of restricted fund movements**

	Balance 1 April 2022 £000	Income £000	Expenditure £000	Transfers £000	Gains and losses £000	Balance 31 March 2023 £000
Royal Gwent Coronary Care Legacy	116	55	(29)	6	(7)	141
ABUHB Calcraft Legacy Fund	100	13	(3)	6	(6)	110
Royal Gwent Childrens Ward Legacy	150	4	(47)	8	(9)	106
Nevill Hall Rheumatology Legacy	100	3	(16)	6	(7)	86
Renal Unit Legacy	75	3	(3)	4	(5)	74
Nevill Hall Coronary Care Legacy	75	2	(6)	4	(5)	70
Royal Gwent Haematology Legacy	61	2	(2)	4	(4)	61
Royal Gwent Breast Care Legacy	61	2	(2)	4	(4)	61
Chepstow General Legacy	52	2	(1)	3	(4)	52
Other - 55 restricted designated funds	452	149	(118)	28	(33)	478
	<u>1,242</u>	<u>235</u>	<u>(227)</u>	<u>73</u>	<u>(84)</u>	<u>1,239</u>

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 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 ABUHB Calcraft 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 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 Chepstow General Legacy was bequeathed to the charity for the Chepstow Community Hospital.

The other 55 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 2022	Income	Expenditure	Transfers	Gains and losses	Balance 31 March 2023
	£000	£000	£000	£000	£000	£000
ABUHB Breast Centre	236	33	(6)	15	(17)	261
Royal Gwent Property, 13 Clytha Square	250	0	0	0	0	250
The Care Project	44	143	(67)	6	(7)	119
St Woolos Springfield Fund	111	4	(3)	7	(8)	111
ABUHB Charitable Funds Committee	399	101	(57)	(307)	(30)	106
Royal Gwent Casting Techniques Course	103	24	(22)	6	(7)	104
Nevill Hall Voluntary Body	95	42	(42)	4	(5)	94
ABUHB Covid-19	101	4	(13)	6	(6)	92
Royal Gwent Post Grad Eye	88	4	(2)	5	(6)	89
ABUHB Employee Well Being Service	86	39	(40)	5	(6)	84
Royal Gwent Property, TP Price	68	0	0	0	13	81
Nevill Hall Oncology Rehabilitation	76	3	(2)	4	(5)	76
ABUHB Volunteering (Corporate)	58	17	(3)	4	(5)	71
Royal Gwent Breast Care Unit	72	2	(3)	4	(5)	70
Monmouth Chippenham Community Nurses	72	2	(7)	4	(5)	66
ABUHB Person Centred Care Fund	57	4	5	5	(6)	65
Grange Critical Care Unit	83	7	(25)	4	(4)	65
ABUHB Ffrind I Mi Volunteer Service	83	2	(20)	4	(5)	64
Royal Gwent Prostate Cancer Fund	62	2	(1)	3	(3)	63
ABUHB Media Fund	0	65	(3)	0	0	62
ABUHB Post Graduate Fund	107	5	(49)	5	(6)	62
ABUHB Rheumatology	58	2	(1)	3	(4)	58
Nevill Hall Windsor Suite	52	4	(2)	3	(3)	54
Ysbyty Ystrad Fawr Adult Medicine	55	2	(4)	3	(4)	52
Other - 331 unrestricted designated funds	2,386	398	(454)	134	(152)	2,312
	4,802	909	(821)	(73)	(286)	4,531

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 2023 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 2023
- 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. This description forms part of my auditor's report.

Adrian Crompton
Auditor General for Wales
27 January 2023

24 Cathedral Road
Cardiff
CF11 9LJ



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Aneurin Bevan
University Health Board

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

Trustee's Annual Report and Accounts 2022-2023

Registered Charity No: 1098728



Aneurin Bevan Health Charity

About Us

We receive 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 we provide.

Our Partner NHS Health Board

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

It delivers healthcare services to people in Blaenau Gwent, Caerphilly, Monmouthshire, Newport, Torfaen and provides some services to the people of South Powys.

Blaenau Gwent is situated in the valleys of southeast Wales and covers approximately 10,900 hectares with a population of **69,713**. The area has accessible green spaces and close community working but it is an area with high levels of unemployment and a high percentage of people who are dependent on benefits.

Caerphilly has the largest population in Gwent of **181,019**. People are widely dispersed amongst fifty small towns and villages with the main settlements largely reflecting the area's rich coal mining heritage. Caerphilly has an expanding economy and benefits through good transport links to Cardiff but there are significant levels of unemployment and poor health.

Monmouthshire is classed as a 'semi-rural accessible area'. There are four major towns, with a total population of **94,412**. Monmouthshire has the lowest level of unemployment in Gwent: however, there are pockets of deprivation as evidenced in north Abergavenny.

Newport City is the third largest urban centre in Wales with a population of **153,302**. The city has the second largest number of people from minority ethnic communities of all the Welsh counties (after Cardiff).

Torfaen is the most easterly of the south Wales urbanised valleys with a population of **93,049**. There are three urban centres: Pontypool, Blaenavon, and Cwmbran.

The Health Board employed 12,648 whole time equivalent (WTE) staff as at 31st March 2023 and has a budget of £1.6 billion. It is the largest employer in Gwent.



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 ended 31st March 2023.

Message from our Chair

I am delighted to accept responsibility to Chair the Charitable Funds Committee. I take this opportunity to thank my predecessor Katija Dew for all her superb work over the years in supporting this committee.

As a charity we welcome the support from the public and others regarding donations for this important charitable work and we are most grateful for such contributions. The funds help to improve the quality of life for the patients as well as supporting staff in delivering such great care.



Huge thanks to the team of staff who do an incredible job in relation to producing this report and for their excellent work throughout the year as well.

Thank you for your support and for taking the time to read this Annual Report and Accounts 2022-23 which is greatly appreciated.

Paul Deneen
Chair of the Charitable Funds Committee

Message from our Chief Executive

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 year ahead for the Health Board is a financial challenge unlike anything we have ever seen before. All the additional funding we were receiving as part of the pandemic response is no longer available, yet we continue to see costs rise, resulting in a large deficit.

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 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.



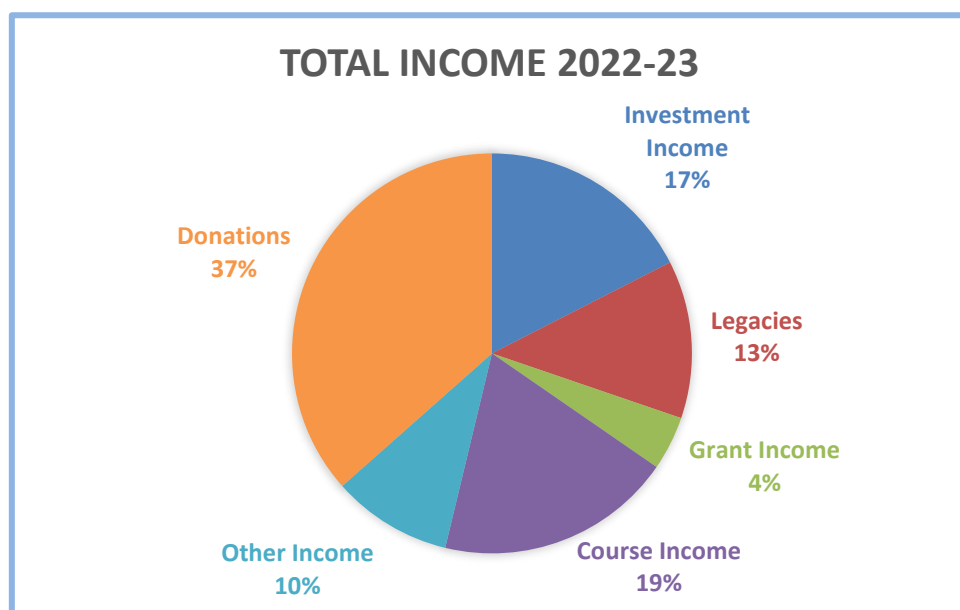
“Thanks to You “

*Nicola Prygodzicz
Chief Executive*

Snapshot of 2022-23

INCOME – How we received our money

This year we received **£1,144,000**.



Donations £418,000

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.

Courses and Other Income £330,000

Fees and sponsorship for courses which are almost back to pre-pandemic levels. These are run mainly through our Postgraduate department.

Income from Investments £200,000

We received this from our investment portfolio. This was up £13,000 on last financial year.

Grant Income £50,000

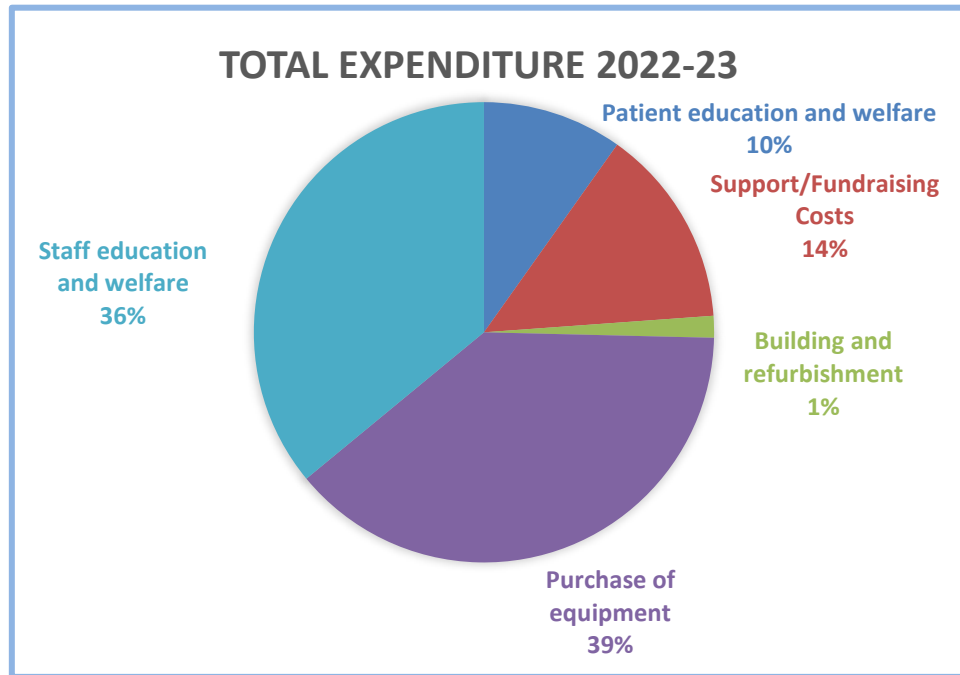
This money is received from external organisations to fund specific schemes / projects. Some of this funding was received from NHS Charities Together – monies raised by Captain Sir Tom Moore and others.

Legacies £146,000

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

EXPENDITURE – How we spent our money

This year we spent **£1,048,000**.



Patient Education and Welfare £103,000

This year we have used this money towards a project providing psychological support for patients, continued our volunteer End-of-Life Companion service which enables trained volunteers to sit with patients who may be at risk of dying alone and purchasing Christmas gifts for those patients in hospital during the festive season.

Building and Refurbishment £16,000

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

Staff Education and Welfare £377,000

This was spent on continued support for training and education to develop our staff and various services focused on staff wellbeing.

Support Costs £147,000

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

Equipment £405,000

You have made it possible for us to purchase numerous items of much needed equipment for various wards and departments across the Health Board.

This includes defibrillators and cabinets for the community, ECG machines, MacBooks for students, laptops for staff, furniture and equipment for the new Sexual Health Clinic, upgrade to the audio/visual equipment throughout our postgraduate departments.

A list of key purchases follows.

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.

Thanks to you

.... we were able to provide these key purchases

• Intra Oral Scanner for Orthodontics, Nevill Hall Hospital



Intra oral scanner scans, analyses and reconstructs the patient's oral cavity in 3D without the need for dated conventional impressions using moulds and impression materials. It allows for visualisation of treatment, disease and potential outcomes.

There are many benefits to the patient:

- No airway or gag risk due to eliminating the need for conventional impressions.
- Digital reconstruction of oral cavity allows the clinician to explain treatment to patients in an interactive and engaging format, therefore increasing patient understanding of their treatment.
- Quicker turnaround time for construction of appliances and therefore shorter waiting times for patients.
- Space saving as no plaster cast models need storing.

This item was purchased from a donation received from Nevill Hall League of Friends.

Bladder scanner for Ysbyty Aneurin Bevan

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.



- **DR.VR Virtual Reality Therapy Kit for Critical Care Unit, Grange University Hospital**



DR.VR is a virtual reality (VR) distraction therapy product that is being used successfully in a range of clinical settings. It creates a simulated world which immerses the viewer.

Within the critical care unit, this VR headset is used to give patients experience of being outside or used for the long-term patient as a distraction therapy with various programmes built into it.

- **Billicocoon Bag System for Paediatrics, Grange University Hospital**

The Billicocoon bag system is a medical device targeted at treating neonatal jaundice without compromising the relationship between mother and baby.



- **ECG Machine for Ward B2, Cardiology, Grange University Hospital**

An ECG machine records and monitors cardiac rhythms and can identify if a patient is having a heart attack and the necessary treatment can be applied.

Thanks to you

...our Charitable Funds Committee gave grants

The Charitable Funds Committee approved several small grants from general funds as follows:

- **In Tune with Parent and Infant Mental Health Conference**



This conference will raise the awareness and good practice focusing on Parent and infant Mental Health and its importance in promoting life-long wellbeing and good mental health, in line with current developments and emphasis on the importance of the first 1000 days and wellbeing across Wales.

Organised by Gwent Parent & Infant Mental Health Service in conjunction with Monmouthshire Early Years Service.



It will also demonstrate and recognise some excellent examples of good practice being undertaken within our teams, thus promoting a more confident, motivated, and skilled workforce. Throughout the day formal presentations and workshops will be delivered by experts in the field across the UK and locally within Wales and ABUHB. These will encompass music therapy, early developmental trauma, supporting parent infant bonding, using video to work with parents and infants, diversity in families, group work, wellbeing, and voices from families.

The conference will include current research and reflections on services offering support and examples of good evidence-based practice and incorporate the importance of Staff Wellbeing to promote staff resilience.

- **Staff Recognition Event**

On Friday 24th March 2023, the Health Board held our annual Staff Recognition Awards. It is always a pleasure to welcome everyone to this special event and this is especially true this year as it was the first in person event since before the pandemic in 2019.

Colleagues from across the Health Board gathered to celebrate each other's achievements and the hard work, dedication and outstanding care given by teams across Aneurin Bevan University Health Board.



The event, funded by general charitable funds was hosted by Chief Executive, Nicola Prygodzicz CEO and saw performance from Coleg Gwent students and local band The Verge.

Nicola said; *"There is no doubt that 2022/23 has been an exciting and challenging year. It is testament to the expertise, dedication and compassion of our staff that despite the many challenges we face, we continue to step up and keep our focus where it should be - on the patients and the community we serve."*



Claire Jordan, Winner-Welsh Champion



The YYFM Radio Station, Winner - Partnership Working

"We see the challenges we face as opportunities for innovation, collaboration, integration and longer term thinking not as barriers to improvement, and this is evident in all those who won awards and were nominated for the awards this evening."

- **Llanfrechfa Grange Walled Garden Path**

Since the garden opened to the public in April 2022, it regularly welcomes many visitors walking over from the Grange University Hospital or the offices in Grange House. This includes staff, hospital visitors and occasionally even patients. The garden is also enjoyed by members of the local community.

A good quality top dressing of self-binding gravel has already been laid to the main paths and some of the smaller inter-connecting paths in the southern half of the garden. Extending this surface to the other paths on the west side of the garden, particularly those in the Reflective quadrant, will improve the accessibility of the garden as there will be a smoother and safer surface for wheelchair users and other visitors with impaired mobility. It will improve the aesthetic appearance and it will make paths easier to keep drained and weed free.

- **Muslim Prayer Mats**

We have two new Muslim prayer rooms at the RGH.

The Brothers (Male) prayer room is on level 4 near Anaesthetics, upstairs from the canteen.

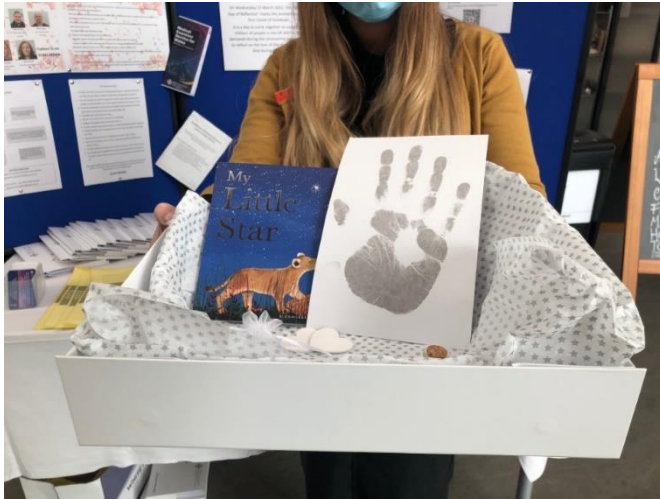
The Sisters (Female) prayer room is now on level 5 between C & D block, behind the lifts.

Our Muslim colleagues now have their own dedicated prayer rooms in addition to the Ecumenical Chapel on D3 East.



- **Care After Death Team Provisions**

The Integrated Care After Death Team provides families with practical support including co-ordination of paperwork when a patient dies, signposting families to bereavement support and ensuring we care for patients who have passed.



As a team we would love to be able to offer to take handprints and locks of hair for all families' loved ones at their request. Currently we can only do so for children and suicide deaths with thanks to external charities that provide us with these resources. However, we would like to offer this wider, to all families and give these families treasured memories that mean so much.

84-year-old Roy sadly passed away in April 2022 at Nevill Hall Hospital. Due to the rapid and unexpected nature of Roy's decline in health, not all family members were able to say goodbye in time.

Roy's wife said "I never expected when he left the house a few days earlier that he was never coming back again. I could never express my gratitude at being able to come and say goodbye to Roy after he passed."

Granddaughters were soon in touch with the service that accommodated a viewing the next day. The family were invited to write on cards and take their time to say goodbye in their own way. The team went out of their way to make sure Roy held a red rose and lowered him to a level that wife, Marion could see him in her wheelchair.

"A lot of our Nanny's memories and comfort with Roy, was from holding his hand, always warm, keeping her safe. Handprints are such a simple thing, but it means so much to us that handprints were done without us even asking. At those times, it can be a struggle to think clearly, so to have that keep sake provided without us having to request it is extremely appreciated," said granddaughter Gemma.

Alongside the Charitable Funds grant, passionate team members also raised funds to help support the creation of memory boxes. These boxes can contain handprints or locks of hair of loved ones and purple hearts upon family requests.

"It's not a body to us, they are still a patient, even when deceased and it's the little bits that help support the families of deceased patients even more. The deceased patients and the relatives are at the centre of what we do" said the Care After Death Manager.

Thanks to you

...we can hold the hand of a stranger

'Could you hold the hand of a stranger'?

Introducing our new End of Life Companion Service in Hospitals

Some people who come into hospital may not have anyone to visit them. It may be because they have no family or may have friends or family who live many miles away from them or who can't be with them all the time. Sadly, this means that some people may die without anyone to hold their hand.

We are all acutely aware that visiting restrictions during the pandemic has significantly increased the number of people at risk of dying alone. Even though relatives are now allowed to visit loved ones at the end of life, not all patients will have visitors.

Prior to the Pandemic, the Health Board secured funding through the Community Lottery Fund to pilot an end-of-life Companion Service. This service would see trained Volunteer Companions supporting those patients who are identified as being at risk of dying alone. Where patients have families who cannot always be there, the Companions will also offer 'respite' for visitors and sit with patients whilst their families attend to other everyday matters.



We are delighted to advise that we now have 33 Companions who are fully trained and ready to offer companionship to patients identified as being at risk of dying alone. Additionally, we have another 30 who are going through training.

*Holding hands is a small gesture but it holds
much meaning.*

*When we hold hands, we are reminded that we
are not alone in this world.*

Thanks to you

...we can support others

Maternity services alongside our service user group BABI have been lucky enough to secure funding for a volunteer project from Safer Beginnings (incorporating the White Ribbon Alliance and Best Beginnings).



This is essentially to reach more women in our diverse community and encourage feedback and involvement from families who are currently underrepresented where English is not the first language in the household; families who are homeless, refugees etc.

We are also seeing health inequalities and disparity in care which are usually related to people who do not speak English. Not knowing where to find the information and resources available or able to access them in their first language.

- HAVE YOU HAD A BABY IN THE LAST 5 YEARS?
- DO YOU SPEAK ENGLISH AS AN ADDITIONAL LANGUAGE?
- IF SO, WOULD YOU BE INTERESTED IN VOLUNTEERING TO SUPPORT OTHER NEW PARENTS IN YOUR COMMUNITY?

If you would any further information please get in touch by contacting Emma or Kerry
Emma.Mills@wales.nhs.uk Kerry.jeffries@wales.nhs.uk



Emma Milne (left)
Kerry Jefferies (right)

Runners up – Partnership Working at Staff Recognition Awards for this project.

Thanks to you

...our Hospital Radio Service continues



The hospital radio service launched in 2020/2021 at Ysbyty Ystrad Fawr, to help combat loneliness, boredom and the feeling of isolation that some patients face when staying in hospital, is thriving.

YYFM can be accessed by visiting [itsyfm.com](https://ysyfm.com)

Meet The Teapots – Diana Parsons

78 Year's young, a Scottish lassie, shorthand writer, nurse, wife, mum, pastoral worker, actor, and devoted nanny.

Passionate about people and the God who created them, pasta, chilled wine, silver earrings, reading and tap dancing. Pursues breathing, laughing and loving as often and as much as possible. Member of 'Tales Around the Teapots' since September 2019. On 5th January 2022, our first story was broadcast and this has been followed on by one story each week to date.

I was originally tasked with doing the recording of the stories as I has been involved in drama projects/ I was however very keen to encourage my fellow writers to have a go at recording their stories. Different voices would be more interesting for the listeners. Joan Warburton was the first to do so and we tackled the mysteries of recording! It has been such a joy for me to see Joan embrace her storytelling and for us both to welcome Ange and Rhian to the expanding recording team of Teapots. As we call ourselves. We are all learning so much we are eager to serve the community in this way!"

The ABUHB Awards – March 2023

On 24th March 2023, members of YYFM past and present were invited to the Aneurin Bevan University health Board Awards as guests and nominees for the 'Partnership Working Category'. Attendees were Steven Davies, Cassie Moreland, Lauren Evans, Ayisha Lippiett, Diana Parsons and Joan Warburton. This was a great honour and was an incredible evening full of celebration for staff at the health board. We were lucky enough to be considered for the award, but we were thrilled when we won! The night was then celebrated with some beverages, a lovely variety of food and deserts, brilliant entertainment from the students of Coleg Gwent and tremendous laughs and praises for staff during the ceremony. We are now an award-winning radio station and are forever grateful to have been recognised amongst others in the category. This is our greatest achievement to date, and we are all so proud of ourselves and the radios success. Celebrating and dancing were therefore the only viable options, which is exactly what we did! The best dancer awards of the night go to the dancing Teapots – Diana and Joan.

Thanks to you

...we can look after our staff's wellbeing



NEXT STOP

Chepstow Hospital

CHEPSTOW HOSPITAL CHEPSTOW, WALES

Thursday 14th December - Friday 16th December 10:00 - 16:00

Pop over for a free hot drink and a chat!

Project Wingman is a charity operating well-being lounges manned entirely by volunteer aircrew in support of you, our Health and Social Care Heroes!

Equipped with our big blue care bus *Wingbee* we will be ready to provide you a well deserved drink, snack, chat or just a different setting for you to take five. We can't wait to welcome you on board. Please bring along your staff ID with you.

www.projectwingman.co.uk

 projectwingman2020  project_wingman2020  _projectwingman



Wellbeing Pop-Up Sessions

Chaplaincy is working alongside Senior Managers in Mental Health to facilitate 'Wellbeing and Relaxation Sessions' for different staff groups. The first of these planned sessions took place at the Maindiff Court Hospital site to support our local community staff teams.

The sessions were very well received and hopefully provided a brief but well-deserved bit of support and chill out time.

The Chaplaincy service have a "Chill Out" Charitable Fund that they have used to purchase massage chairs, aromatherapy sessions and equipment and refreshments.



Alan Tyler
Senior Chaplain



Supporting our Wellbeing Service

Funds are being used to support the Employee Wellbeing Service's ambitions to improve the employee experience of work as well as reduce waste and avoid or mitigate potential harm. A short-term post to develop the existing and highly effective Avoidable Employee Harm Programme with new training that focuses on the importance of looking after both the process and the people involved.



Thanks to you

...we can help refurbish new units

The Sexual & Reproductive Health Team have made strides in the last year to future-proof sexual health services for our communities, and for young people with a recent award-winning Communications and Engagement redesign campaign.

To celebrate the next milestone, the Health Board welcomed the opening of a new Sexual Health Clinic which was officially opened by Aneurin Bevan University Health Board's Chief Executive Officer, Nicola Prygodzicz on Thursday 25th May 2023- with a very special nod to a much-loved individual.



Julia Frances Maynard, a former member of the Health Board Sexual Health Team, was an inspiration in both her professional and personal life, who sadly lost her battle with metastatic ovarian cancer. Many of her colleagues commented on how she was passionate about the Sexual & Reproductive Health Service; working as clinic lead, she always strived to offer the best care to everyone who attended the Cordell Centre. Julia led by example and was happiest when seeing patients face to face in clinic and never gave less than 100%. Her work ethic, along with the respect she showed her colleagues, was compelling and always brought out the best in all who worked with her.

Clinical Director for Sexual & Reproductive Health at Aneurin Bevan University Health Board, Dr Jane Dickson, said:

"I'm so delighted that we've been able to open our brand-new sexual health unit, which we named after Julia Frances Maynard. Julia was an

incredible lead nurse at our previous clinic, The Cordell centre, but tragically died of metastatic cancer in 2018.

“Our new clinic, which can be found on Ward B6 West of the Royal Gwent hospital, is bright, modern and designed for full accessibility and inclusivity. The clinic is the pinnacle of our new service model, offering a sexual health hub in every borough of our health board area, with B6 West being the focus for our most specialised services. We hope that everyone passing through the doors of our new centre will feel welcomed, dignified and free from stigma.”



Funds to purchase various items of equipment and furniture for the new unit were purchased through charitable funds from a donation from the Royal Gwent Hospital League of Friends. The League received most of its income from the buffet bar they operated in main outpatients at the hospital before closing due to the pandemic.

Thanks to you

...we can buy Christmas gifts for our patients

Donations are used to purchase small gifts for patients who are in hospital over the festive period.



Thanks to you

.... we can continue supporting students to become doctors



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 one of these students has qualified this year and is staying in South Wales completing their foundation training.

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

Student A

I was kindly awarded a generous bursary for my final year at medical school. Following from that, I thought I would provide an update as to how this year has gone.

I travelled to The Philippines for my medical elective and had the most incredible time. I spent four weeks in the local government hospital across a range of departments including internal medicine, family medicine, emergency medicine and obstetrics and gynaecology. I have gained so much from this experience, skills and knowledge which I am excited to take further into my career; an opportunity that would not have been possible without your support.



In addition, whilst away I found out I had successfully passed all examinations and will be graduating as a doctor in July 23! I also secured my first choice of job and so will be staying in South Wales for my

foundation training. My rotations will be acute internal medicine, urology, anaesthetics with one day a week in a local GP surgery, followed by ENT, acute internal medicine and emergency medicine.

At present I am still very keen on emergency medicine and GP for my future career, however I am excited to explore all opportunities. I have also been grateful to become involved with a charity called The Care Collective which looks at supporting young unpaid carers and have been invited to attend and speak at some local events to raise awareness of young carers in higher education. As you may remember I care for both grandparents, who I am pleased to update you are doing very well!

I would just like to express once again how grateful I am. Without the support you have provided, I may not be in this position. The work you do is incredible, and I am honoured to be a part of it. If there's anything I can help with at all going further, please let me know.

Student B

I have successfully passed my final exam (ISCE) recently and finished in the top quartile of my year group. This was such a relief and means graduation from medical school is getting ever closer as I enter my 5th year. This year marks the end of everything I have been working towards and marks the integration and beginning of becoming a doctor. I will be studying at Aneurin Bevan University Health Board for my first placement and then will be going to Bangor for my second placement.



I also have some great news about my research paper from my intercalation degree I conducted last year. It has been published in a peer-reviewed journal and I am very grateful for the opportunity to share my work with others.

None of this would be possible without your continuous support throughout my journey. You have been so generous and kind to me and I cannot thank you enough. Your bursary has made a massive difference in my life and education. It has allowed me to continually focus on my studies and pursue my passions without worrying about the financial burdens which act as a barrier to many students like me. I cannot express my gratitude to you all enough, thank you.



Thanks to you

...NHS CT are able to provide grants to us

As part of the fundraising led by Captain Sir Tom Moore, 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 to be used as described below:

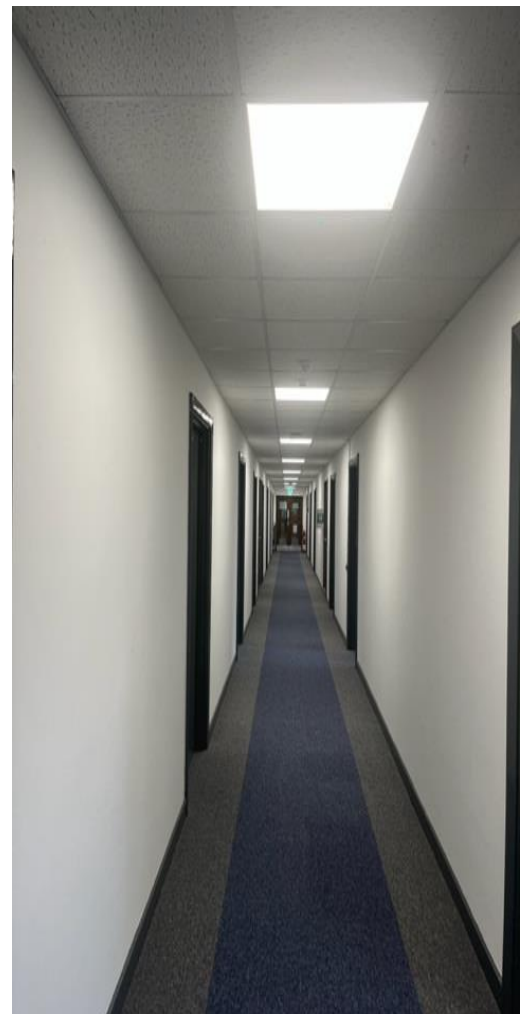
During the pandemic, Aneurin Bevan University Health Board identified a significant unmet need for psychological support for people accessing cancer services. Limited psychological support negatively impacted on people pre-diagnosis (waiting for results), when navigating the system and post treatment. We have also identified that people who are Deaf/hard of hearing are unable to access supportive counselling and people from the LGBTQI+ community are reluctant to attend screening services that could potentially identify a cancer.

The Corridor Walk & Talk

Many nurses and other staff will recognise the "Corridor Walk & Talk". It is that time when the patient leaves their consultation appointment to go home and while being escorted down the corridor by a member of staff, they ask the questions they were unable to ask during their appointment.

This will be for a number of reasons and it has nothing to do with our levels of education and intelligence; we are unable to process what was heard and recall it due to the stress of the appointment. Sometimes, it is because we are too embarrassed to ask someone to repeat information because we can't hear or understand what we are being told.

The staff are always on hand to answer the patients concerns and to reassure them, but since the pandemic this corridor walk and talk has been lost. This "service by-product" has encouraged us into talking about the long-term health, psychological recovery and wellbeing of patients, relatives, NHS staff, volunteers and the wider community who have been impacted by COVID-19, leading us to this project.



Our grant supports this project which primarily focusses on psychological recovery in cancer and screening services through a model of enhanced psychological support (including peer support), patient and staff education, digital inclusion and improved accessibility for vulnerable groups.

This psychological support proposal contains new, exciting and innovative service developments to improve people's experience (particularly vulnerable groups) and accessibility to both healthcare and psychological support services across primary, community and secondary care. The proposal is aligned to the Aneurin Bevan University Health Boards 3 year Integrated Medium Term Plan which takes a life course approach to population health and wellbeing. The proposal focuses on psychological wellbeing improvements needed following direct patient, relative and staff feedback throughout the COVID 19 pandemic. Predominately, the proposal focuses on cancer and screening services and improved access to psychological support for people who are waiting for a diagnosis / accessing cancer service, people who are Deaf, people who identify as LGBTQI+ and Black and Asian minority ethnic groups.

Thanks to you

for fundraising for the new Breast Care Unit

Breast Unit at Ysbyty Ystrad Fawr

Our new Breast Unit is now under construction at Ysbyty Ystrad Fawr, due to be completed in December 2023 with the unit opening early in 2024.

The Unit will bring together diagnostic, treatment and surgical services that are currently spread across three hospitals.



Fundraising has continued especially in the local community. The Mayor of Caerphilly County Borough Council, Elizabeth Aldworth, made the Breast Unit her Charity of the Year.

The balance of the fund is £261,000 at 31st March 2023. All money raised will go towards improving the experiences of our patients, both male and female, to ensure they are provided with a calm and dignified environment where they and their families can come to terms with their diagnosis and treatment.

Thanks to you...

...we can enhance parents accommodation

Dedicated accommodation for parents of Neonatal Intensive Care Unit (NICU) babies at The Grange University Hospital was officially opened this year to help provide added support to families with very poorly babies.



Thanks to you...

...we can enhance the new Oncology Unit at Nevill Hall Hospital

Due to open in early 2025, the Satellite Radiotherapy Centre at Nevill Hall Hospital, Abergavenny is part of a long-term programme to transform cancer services in South Wales by improving access to treatment for those living in the north and east catchment area of Velindre Cancer Centre in Cardiff.



The centre has started to take shape with the construction of the main steel frame, providing a glimpse of the size and scale of the new unit.

Several existing charitable funds will be used to enhance the inside of the unit.

The Charitable Funds Team

Alison Griffiths – Charitable Funds Manager



Linda Proudman – Charitable Funds Officer

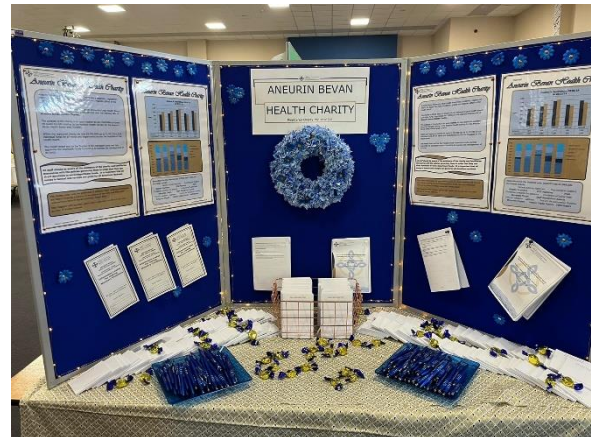
Wendy Keyte – Charitable Funds Officer



Sue Turley – Charitable Funds Officer

The Charitable Funds Team continue to promote charitable funds across the Health Board attending face to face conferences and visiting Charitable Fundholders as well as by Teams.

The Charitable Funds Stand at the Aneurin Bevan University Health Board Dementia Conference at the Christchurch Centre in Newport.



We were delighted to be joined by our Welsh NHS Charities Together representative, Lynne Carney (left) who was shown around by Tanya Strange (right) Head of the Person-Centred Care Team.

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

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
3rd 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 trustees shall hold the trust funds upon trust to apply income and at their discretion, so far as permissible, capital, for any charitable purpose or purposes relating to the National Health Service.

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 31st March 2023 were as follows:

Name	Designation	Dates (if less than full year)
Executive Directors		
Nicola Prygodzicz *	Chief Executive	From 05/09/2022
Nicola Prygodzicz	Director of Planning, Performance, Digital and IT/ Interim Deputy Chief Executive	Until 04/09/2022

Glyn Jones *	Interim Chief Executive	Until 04/09/2022
Glyn Jones	Deputy Chief Executive	From 05/09/2022 to 23/09/2022
Christopher Dawson-Morris	Interim Director of Planning and Performance	From 05/09/2022
Rob Holcombe *	Interim Director of Finance, Procurement and Value Based Healthcare	Until 13/11/2022
Rob Holcombe *	Director of Finance and Procurement	From 14/11/2022
Dr James Calvert	Medical Director	Until 23/09/2022
Dr James Calvert	Medical Director / Deputy Chief Executive	From 24/09/2022
Sarah Simmonds	Director of Workforce and OD	Full Year
Rhiannon Jones	Director of Nursing	Until 05/07/2022
Jennifer Winslade	Director of Nursing	From 08/08/2022
Linda Alexander	Interim Director of Nursing	From 25/06/22 to 14/08/2022
Peter Carr	Director of Therapies and Health Sciences	Full Year
Dr Sarah Aitken	Director of Public Health and Strategic Partnerships	Until 05/01/2023
Dr Chris O'Connor	Interim Director of Primary, Community and Mental Health Services	Full Year
Independent Members		
Ann Lloyd	Chair	Full Year
Pippa Britton	Interim Vice Chair	Full Year
Katija Dew *	Independent Member (Third Sector)	Full Year
Shelley Bosson	Independent Member (Community)	Full Year
Louise Wright *	Independent Member (Trade Union)	Full Year
Richard G 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)	From 04/04/2022
Dafydd Vaughan	Independent Member (Digital)	From 09/05/2022
Vacant (Pippa Britton's Substantive position)	Independent Member (Community)	Full Year

Directors in Attendance		
Leanne Watkins	Director of Operations	Full Year
Special Advisors to the Board		
Phil Robson	Special Advisor to the Board	Full Year
Associate Members		
Keith Sutcliffe *	Chair, Stakeholder Reference Group	Until 30/11/2022 and vacant thereafter
Vacant	Chair, Health Professionals Forum	Full Year
Vacant	Director of Social Services	Full Year
Director of Corporate Governance		
Rani Dash (nee Mallison)	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)
Charitable Funds Committee Members		
Katija Dew	Independent Member (Third Sector) Chair	Full Year
Louise Wright	Independent Member (Trade Union)	Full Year
Keith Sutcliffe	Chair, Stakeholder Reference Group	Until 01/11/2022

Iwan Jones	Independent Member (Finance)	From 01/11/2022
Glyn Jones	Interim Chief Executive	Until 04/09/2022
Nicola Prygodzicz	Chief Executive	From 05/09/2022
Rob Holcombe	Interim Director of Finance, Procurement and Value Based Healthcare	Until 13/11/2022
Rob Holcombe	Director of Finance and Procurement	From 14/11/2022

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

Name	Designation	Dates (if less than full year)
In Attendance		
Gwen Kohler	Assistant Director of Finance, Financial Systems & Services	Until 30/06/2022
Mark Ross	Assistant Director of Finance, Financial Systems & Services	From 01/07/2022
Estelle Evans	Head of Financial Services and Accounting	Full Year
Rani Dash (nee Mallison)	Director of Corporate Governance	Full Year
Bryony Codd	Head of Corporate Governance	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.

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 415 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 4 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 355 unrestricted and designated funds and 64 restricted funds as at 31st March 2023. 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 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 Committees 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 this year and 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 reviewed 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.

Due to the unrealised loss on investments in 2022/23 the reserves held were utilised to mitigate the loss incurred.

The corporate trustee recognises 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.

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 3 property valuations totalling £305,500.

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 £4.119 million.

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 £1.239 million.

During the year the charity made grants of £901,000 representing 86% 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 2022-23 are presented at the end of this report.

The net assets of the Charity as at 31st March 2023 were £5.770 million (2022 £6.044 million). Overall net assets decreased by £274,000.

Incoming Resources

Incoming resources when comparing against the 2021/22 position were £163,000 higher than the previous year. Donations increased

by £19,000, legacies decreased by £24,000, investment income increased by £13,000, grant income decreased by £49,000 and income from charitable activities increased by £204,000.

The charity received five legacies during the year, total value £146,000 (2021-2022 seven legacies, value £170,000).

The charity received four new grants in 2022-2023 totalling £130,000 (2021-2022 no new grants received) of which £94,000 has been carried forward to 2023-2024. Income of £14,000 brought forward from prior years has been released to meet expenditure in the current year.

Expended Resources

Charity expenditure for the year totalled £1,048,000, an increase of £118,000 from the previous year. Expenditure for the year was across several categories as follows:

I. Medical Research

There was no expenditure on medical research in 2022-23.

II. Purchase of Equipment

Total expenditure on equipment was £405,000. This was on a range of varied equipment across the Health Board.

III. Building and Refurbishment

Total expenditure on building and refurbishment was £16,000.

IV. Patients Education and Welfare

Total expenditure on patients' welfare and amenities was £103,000. This consists of various therapies, seasonal activities, support groups and other items of expenditure to benefit patients.

V. Staff Education and Welfare

Total expenditure on staff education and welfare was £377,000. The main items consist of seminars, training course fees, textbooks, professional journals and related travelling, subsistence and accommodation expenditure.

VI. Fundraising Costs

There was only a small amount of expenditure on fundraising costs for the purchase of fundraising buckets and collection boxes for “Dinky Dragons” which is the name of the fundraising group for our Neonatal Intensive Care Unit.



VII. Support Costs

Total expenditure on support costs was £148,000. This includes the audit fee of £19,000 and costs of the charitable funds office and corporate support.

Investment Properties

Investment properties owned by the charity are the T P Price Estate £80,500 and 13, Clytha Square, Newport £250,000.

The T P Price Estate comprises a leasehold property and a 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 £16,000 (2021-2022 - £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 2022-2023 are shown in the table below:

Investment Performance 2022-23

	CCLA
	£000
Balance 1 April 2022	5,484
Acquisitions	0
Disposals	0
Movement of Cash	0
Realised Gains/(Loss)	0
Unrealised Gains/(Loss)	(382)
Balance 31 March 2023	5,102
Income	173
Gains/(Loss) %	-7.22%
Returns %	3.27%

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 415 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 due to be opened in December 2023 in Ysbyty Ystrad Fawr continues.

Investment Management

CCLA continue to provide investment management services to the charity following a competitive retendering exercise in 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

- The latest information from our investment company suggests most long-term investors have seen a modest increase in portfolio values, in addition to income returns, over the course of the quarter.

Equity markets made progress overall during the period. However, these gains have been very narrowly based with a handful of names, mainly in information technology, enjoying exceptionally strong returns for the first half of the calendar year while the majority of stocks and sectors have struggled to maintain earnings in the face of inflationary pressures.

Bond markets, meanwhile, fell back slightly as central banks continued to tighten monetary policy.

In alternative sectors such as property and infrastructure, the higher yield environment continued to suppress asset valuations although income returns have generally remained sound.

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



- In October 2023 we sold the last remaining ground lease held within the T P Price Estate at auction.
- As part of the fundraising led by Captain Sir Tom Moore, NHS Charities Together (NHS CT) have allocated money for supporting Covid-19 projects across the NHS in the UK to be accessed through individual bodies' charitable funds; we have obtained a development grant of £30,000 to develop and implement a policy for identifying and applying for external grants so that all staff across the Health Board can follow this system.
- We have also been successful in applying to NHS CT for a grant of £263,405 for a project - **Person Centred Meaningful Activities and Engagement** which is to develop and rollout a meaningful activity strategy to a range of care homes in Gwent, HM Prison Usk, the hospital wards within ABUHB and dementia patients from across the HB area, with a suite of meaningful activity resources and learning opportunities. It will be supported by a practitioner's forum to help staff, volunteers and carers gain skills, knowledge and confidence to deliver non-pharmacological interventions and embed person-centred meaningful activity.

Approved on behalf of the Corporate Trustee

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

Date:



DYDDIAD Y CYFARFOD: DATE OF MEETING:	09 November 2023
CYFARFOD O: MEETING OF:	Charitable Funds Committee
TEITL YR ADRODDIAD: TITLE OF REPORT:	Financial Report for Period Ending 30 September 2023
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Robert Holcombe, Director of Finance, Procurement and Value Based Healthcare
SWYDDOG ADRODD: REPORTING OFFICER:	Estelle Evans, 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 financial report is a standard agenda item and includes the following items:

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

**ADRODDIAD SCAA
SBAR REPORT**

Sefyllfa / Situation

This report provides a general financial update to the Committee and includes some standing items that were agreed as part of the annual work plan.

The Committee is asked to note the remainder of the report.

Cefndir / Background

1. Financial Position as at 30 September 2023

Table 1 below shows the financial position for the period to 30 September 2023 (month 06) compared to the draft 2022/23 Annual Accounts.

Table 1



Financial Statement to 30 September 2023	Draft Accounts 2022/23 £000	Month 06 2023/24 £000
<u>Income & Expenditure</u>		
Income		
Donations	418	126
Legacies	146	34
Grants	50	204
Investment Income	200	110
Other Income	330	32
	1,144	506
Expenditure	1,048	600
Gains / (losses) on investment assets	-370	-61
Surplus / (Deficit)	-274	-155
<u>Balance Sheet</u>		
Property	355	355
Investments	5,102	5,041
Debtors	228	111
Current Liabilities	-442	-298
Cash at Bank	527	406
Cash on Deposit	0	0
Net Assets	5,770	5,615
Funds of the Charity	5,770	5,615
Total Charity Funds	5,770	5,615

The following commentary supports the figures in Table 1:

1.1 Income

Month 06 income totals £506K. This is £197K lower than the equivalent period in 2022/23, mainly due to a decrease in the value of donations and other income received to date in 2023/24. In 2022/23 Other Income included one-off monies received in respect of filming at St Cadoc's Hospital together with an increase in income from courses post covid.

Donations, legacies, and grant income

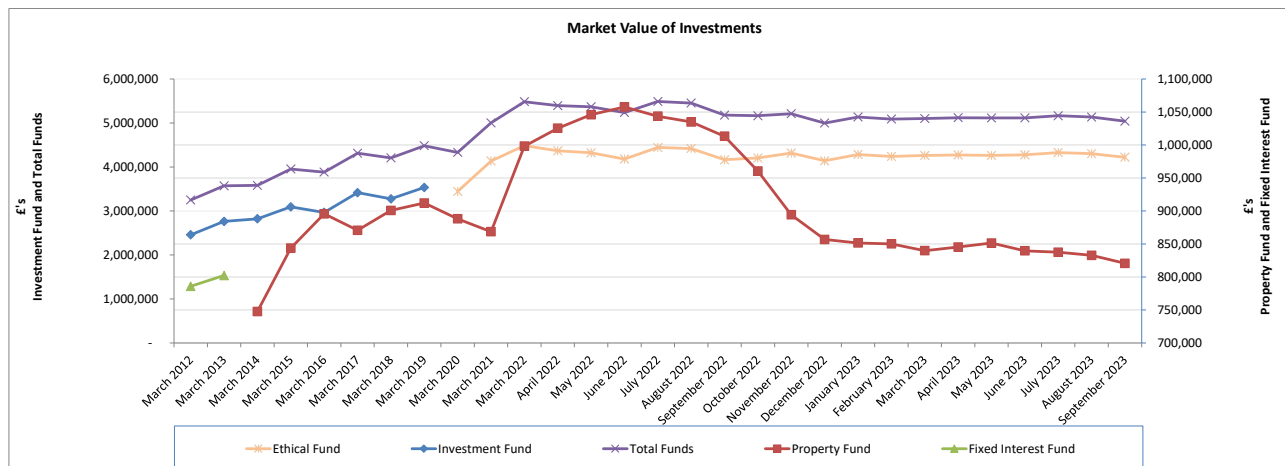
The following table shows donations, legacies and grant income exceeding £1,000 received since the start of the year:



The investments valuation for CCLA as of 30 September 2023 is as follows:

Investment Valuation	No of Units	Valuation / Unit as at 30/09/23 Pence/Unit	Total Valuation £000
Property Fund	769,509	106.65	821
Ethical Fund	1,511,068	279.28	4,220
Total			5,041

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. At the end of September, we held £406K in current / bonus accounts.

2. Overdrawn Accounts

There are no overdrawn accounts as of 30 September 2023.

3. Streamlining of funds and Closed funds

The following 4 funds have been merged / closed:

F185-LEGACY RGH MAT O L HODSON	Spent
F426-ABUHB 2ND DIABETES PACK	Merged with F432
F600-LEGACY STC D M SMITH	Spent
F722-GRANT HELPFORCE ABUHB	Spent

4. New Funds



Approval to set up the following new legacy fund and grant fund as restricted funds is requested. These monies need to be kept separate from existing funds and therefore new funds are required.

- LEGACY MAM RENAL UNIT – P A MANNING
- F990 GRANT - THE HEALTH FOUNDATION – HEAD & NECK

Requests have been received to open the following 4 new funds as per the attached forms:

- ABUHB UROLOGY BLADDER CANCER FUND

A donor wishes to give a significant donation to be used specifically for this purpose.

- ABUHB PROJECT KICKSTART

For a new sustainable funding mechanism to support innovative concepts by way of Just Giving fundraising.

- MH RECOVERY THROUGH SPORT

Staff wish to fundraise to fund events for this purpose and generate further monies to support more events and purchase equipment.

- MH PSYCHOLOGICAL THERAPIES – ACCREDITED SUPERVISION

Having been successful in receiving a small grant from the Committee to set this up, requires a fund to manage the accredited supervision fee paying programme.

The course is externally accredited and contains annual quality assurance requirements and student enrolment fees to the accreditor.

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 period of time.

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		YTD Indicators					
			2021/22 M01 - M12	2022/23 M01 - M12	2023/24 M01-M03	2023/24 M01-M06	2023/24	2023/24
Number of merged funds	Number of funds closed as a result of merger	No	8	12	-	1		
Expenditure expressed as a percentage of the overall fund balance	Expenditure excludes admin charge to reflect 'true' spend	%	13.29	15.65	4.24	9.37		
Donations received in the year	Number of Donations Received	No	1,145	855	240	455		
	Value of Donations Received	£	399,434	417,866	54,920	125,683		



Charitable Funds Key Performance Indicators	Measurement		Quarterly Indicators					
			2021/22 Q4	2022/23 Q4	2023/24 Q1	2023/24 Q2	2023/24 Q3	2023/24 Q4
Number of funds	Number of funds	No	430	419	424	418		
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	28	25		

There has been a decrease in the number of funds and a small decrease in the number of static funds since the start of the financial year. Details of the static funds are shown in Appendix A.

There has been 1 fund 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. At midpoint of the financial year this measure is showing a slightly higher value than at the same time in 2022/23 indicating that the level of expenditure has increased this year.

The number and value of donations received to date in the current year are also detailed above, with the 2021/22 & 2022/23 values shown as comparators.

The table below will be completed at the year-end & will reflect the average time period between the receipt of legacy / grant income and the corresponding expenditure being incurred and the monies spent in full.

Charitable Funds Key Performance Indicators	Measurement		Annual Indicators		
			2021/22 M12	2022/23 M12	2023/24 M12
Time between receipt of income and expenditure incurred	Legacies	Mths	79	98	To be updated for year end report
	Grants	Mths	23	32	

6. Capital Discretionary Bids

Each directorate produces and prioritises a list of items for discretionary capital purchases. The Charitable Funds Team will meet with the Capital Finance Team to see if any of the requests submitted are suitable to be purchased from available charitable funds.

7. Update on Grants from NHS Charities Together (NHS CT)

The Committee will be aware of our grant application for Person Centred Meaningful Activities and Engagement for £263K. This has now been approved and we hope to commence this project in November 23. As part of this grant, we will receive a further £26K (10%) for operational support to be split between the Charitable Funds Team and the Person-Centred Team.



We were also successful in our application for a Development Grant of £30K for a Grants Officer position for up to 12 months to develop and implement a policy for identifying and applying for external grants. This post will sit within the Person-Centred care Team and will link in with the Charitable Funds Team.

In September 2023, we submitted an Expression of Interest (EOI) application for £200K to the Greener Communities Fund, which is a £1million grant programme being delivered by NHS Charities Together in partnership with Hubbub and Starbucks, made possible by their 5p cup charge. The fund supports projects that create and improve green spaces across the UK to benefit the health and wellbeing of NHS patients, staff, and local communities. There were 106 applicants. We will find out the week commencing 20 November if we have been successful.

8. Property Valuations

Property valuations are obtained every 5 years in line with Health Board policy and these valuations are shown as charitable fund balances as detailed below.

At 31.03.23

Property	Fund Reference	Value £000's	Date of Valuation	Valuation Due
Painting – The Domestic Chaplain	F559	25	31.03.20	31.03.24
13 Clytha Square	F007	250	31.03.22	31.03.26
TP Price Estate				
1m Strip – Oakdale	F008	55	31.03.23	31.03.27
3 High Street, Six Bells		25.5	31.03.23	Sold 13.09.23
Total Property	Balance Sheet	355.5		

Valuations can be obtained at any time at the request of the Charitable Funds Committee, audit or as a result of a decision to sell the property. Any change in valuation is reflected in our accounts as shown below:

Change in Valuation	Action	
Increase	Credit Fund	Debit Balance Sheet
Decrease	Debit Fund	Credit Balance Sheet

9. Level of cash held

At the end of 2022/23, the cash held by charitable funds was £527K. As at month 6 2023/24 the cash held has reduced to £406K.

The value of cash held at the yearend is higher than in previous years (see table below)



2020/21			2021/22			2022/23 Draft Accounts		
Cash Held	Expenditure	Cash Held as % of expenditure	Cash Held	Expenditure	Cash Held as % of expenditure	Cash Held	Expenditure	Cash Held as % of expenditure
£000	£000		£000	£000		£000	£000	
238	1,241	19	373	930	40	527	1,048	50

The cash held as a percentage of expenditure incurred in 2022/23 equated to 50.29%.

During 2023/24 there will be some large cash payments made in relation to the administration fee, estimated at £150K and Breast care unit, estimated at £100K.

As at month 6 the cash balance held is £406K. Allowing for the estimated spend on the administration fee and the Breast Care Unit, this would reduce the available cash balance to £156K.

The table below provides details of the cash balances held by other Welsh NHS bodies from their last set of audited accounts for 2020/21 and 2021/22.

HB/Trust	2020/21			2021/22		
	Cash Held	Expenditure	Cash Held as % of expenditure	Cash Held	Expenditure	Cash Held as % of expenditure
	£000	£000		£000	£000	
Betsi Cadwaladr	926	1,774	52	1,120	1,397	80
Cardiff & Vale	514	2,384	22	207	2,437	8
Cwm Taf	1,784	388	460	1,412	403	350
Hywel Dda	2,937	1,304	225	3,180	2,050	155
Powys	657	269	244	980	295	332
Swansea Bay	885	1,200	74	892	1,314	68
Velindre	1,159	2,770	42	2,352	2,664	88
Welsh Ambulance Services	391	30	1,303	168	283	59
Aneurin Bevan	238	1,241	19	373	930	40

Cash held (with the exception of a small petty cash balance) is within the Government Banking Account (GBS). The GBS account interest rate as of 3rd August 2023 is 5.14%.

Given the known cash commitments for 2023/24 and the market volatility in relation to our CCLA investments we are not proposing to change the level of cash held for 2023/24 given that for the majority of the cash held we are achieving a current interest rate of 5.14%.

The level of cash held will be reviewed on an annual basis, taking into consideration the following:

- known future cash requirements.
- the volatility of our investments
- interest rate applicable.



Asesiad / Assessment

This report provides a financial update for the Charitable Funds Committee for the period ending 30 September 2023 and requests the approval for new funds to be set up.

Argymhelliad / Recommendation

The Charitable Funds Committee is asked to note the report.

The committee is also asked to approve the setting up of the new funds requested in section 4 of the report.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix 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 Link to IMTP	Choose an item.
Galluogwyr allweddol o fewn y CTCI Key Enablers within the IMTP	Finance
Amcanion cydraddoldeb strategol Strategic Equality Objectives Strategic Equality Objectives 2020-24	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:	KPIs – Key Performance Indicators



Glossary of Terms:	GBS – Government Banking Service
Partion / 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)	
	Is EIA Required and included with this paper No does not meet requirements
Asesiad Effaith Cydraddoldeb Equality Impact Assessment (EIA) completed	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 ABB.EDI@wales.nhs.uk
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.



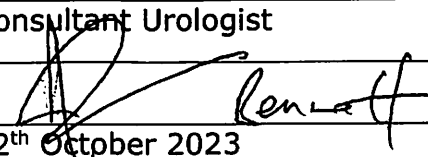
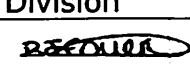
Static Funds Q2 2023/24			
Fund	Fund Balance Q2 2023/24 £	Expenditure Incurred Q3 21/22 - Q2 2023/24 £	Details
Legacy / Grant Funds			
F010-LEGACY STW GEN G S WATKINS	- 26,275.29	1,346.25	Specialist chairs being purchased for Physiotherapy and Occupational Therapy
F278-LEGACY RGH HAEM G S WATKINS	- 60,649.67	3,107.48	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	- 60,649.67	3,107.48	In view of the new breast unit opening up in Dec 23, it has been agreed to use this fund for equipment
F583-LEGACY NHH PALLIATIVE CARE I M MORRIS	- 29,077.35	1,609.92	Fundholder currently reviewing funds
F812-LEGACY NHH CARDIO V WILLIAMS	- 45,384.46	-	New legacy received Q4 2022/23, Fundholders are exploring what they can use this for within the terms of the legacy.
F817-LEGACY NHH DIAB G M GUNTER	- 29,504.50	1,511.71	Fundholder currently reviewing funds
F831-LEGACY CALCRAFT J GRIFFITHS	- 109,765.07	2,813.52	Following a presentation to the Committee in Oct 22 committee the fund will be used to offer travelling fellowships to attract doctors to work in ABUHB.
	- 361,306.01	13,496.36	
Unrestricted Funds			
F057-RGH PG MRCOG	- 29,427.01	1,511.24	The audio systems in the Postgraduate Unit are being replaced - this is ongoing, other funds within Postgrad have already been charged.
F103-ABUHB CHILL OUT IN THE CHAPEL	- 27,010.60	2,108.77	Services stalled due to the pandemic, now resuming following clearance from infection control. Purchasing new massage equipment and are recruiting maseuse staff. Attending various events for wellbeing. Assisting with Wellbeing projects in Trethomas clinic. Chepstow is up and running and Royal Gwent will follow shortly.
F140-ABUHB MEDIA FUND	- 64,565.08	133.36	New fund, received monies for filming at St Cadocs to be used for staff events.
F211-ABUHB GWENT CYSTIC FIBROSIS FUND	- 21,398.12	1,053.40	Fundholder currently reviewing plans
F233-ABUHB BABY COOLING EQUIPMENT	- 21,201.76	1,057.61	Fundholder currently reviewing plans
F270-NHH CLINICAL HAEMATOLOGY	- 39,121.07	2,075.93	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.
F277-NHH WINDSOR SUITE	- 54,329.35	2,825.10	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.
F301-RGH BREAST CARE UNIT	- 70,238.60	5,081.03	With the new breast unit due to be up and running in Feb 24, it has been agreed to use this fund any equipment requirements.
F303-ABUHB BREAST CENTRE	- 267,209.20	13,091.03	The unit is due to be completed in December 23 and operational February 24. A list is being produced of items required and will be ordered shortly. This will include furniture, murals, an interactive table for the children's play area as agreed by the Breast Care Group.
F306-RGH VASCULAR LABORATORY	- 33,742.60	1,737.10	Keeping to replace portable scanner as original was purchased over 5 years ago out of charitable funds - approximate £25-30k.
F340-ABUHB RHEUMATOLOGY	- 58,072.82	2,975.45	Fundholder invited to CF Committee meeting on 9th November to see how they can be supported to spend funds. They also have a legacy fund F342 which has a balance of £86k. Considering the purchase of a scanner.
F367-RGH ENT RESEARCH/TEACHING	- 23,828.93	1,220.91	Fundholder invited to CF Committee meeting on 9th November to see how they can be supported to spend funds. Have plans for staff workshops and teaching equipment for the seminar room etc. The department in E Block, RGH was recently flooded.
F407-RGH WINDSOR BOWSER PROSTATE CANCER FUND	- 62,690.67	3,070.00	Various small items of equipment being purchased including fridge and microwave for staff.
F586-NHH ONCOLOGY REHAB	- 75,623.24	3,874.67	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.
F696 STW SPRINGFIELD COMM WARD PROJECT	- 111,188.93	5,676.44	Fundholder currently reviewing plans
F761-GUH ACCIDENT & EMERGENCY	- 24,243.22	286.43	Fundholder currently reviewing plans
F839-RGH NEUROLOGY FUND	- 20,450.34	1,047.80	Fundholder currently reviewing plans
F861-STW CHEST CLINIC RESEARCH	- 20,651.64	1,053.56	Fundholder currently reviewing plans
	- 1,024,993.18	49,879.83	
Total Static Funds	- 1,386,299.19	63,376.19	



Aneurin Bevan University Health Board Charitable Fund

Request Form to open New Charitable Fund Account Signatories

All delegated 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:	ABUHB Urology Bladder Cancer Fund
Hospital:	R G H
Department/Ward:	Urology Department
Purpose of Account:	Monies to support training public research and treatment of patients referred with suspected bladder cancer. Currently not fund specifically set up for this purpose. Donor who wishes to make significant donation. Donor is asking for these monies to be ringfenced for bladder cancer
1st Account Signatory:	
Name:	Mr Adam Bennett
Designation:	Consultant Urologist
Signed:	
Date:	12 th October 2023
2nd Account Signatory:	
Name	Mrs Bonita J F Overland
Designation	Interim Directorate Manager - Scheduled Care Division
Signed	
Date 12 th October 2023	
Please note the second signatory must be of equal or higher grade	
For Finance Use	



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Aneurin Bevan
University Health Board

Fund Name:	
Fund No:	
Date Set Up:	

Aneurin Bevan University Health Board Charitable Fund

Request Form to open New Charitable Fund Account Signatories

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Proposed Name of Account:	PROJECT KICKSTART
Hospital:	ABUHB
Department/Ward:	ALL
Purpose of Account:	<p>Project Kickstart - A new sustainable funding mechanism to support innovative concepts.</p> <p>Overview: ABUHB (Aneurin Bevan University Health Board) introduces "Project Kickstart", a new approach to funding innovative concepts. This initiative seeks to harness the power of the public by launching fundraising campaigns for promising innovations through the existing ABUHB Just Giving platform. By partnering with staff/innovators, ABUHB aims to provide the necessary resources to bring these concepts to life.</p> <p>How it Works:</p> <ol style="list-style-type: none"> 1. Partnership Formation: ABUHB will collaborate with staff and innovators to identify potential projects that can benefit from this funding mechanism. 2. Funding Application: Together, they will apply for initial funding made available by Welsh Government to set the stage for a successful fundraising campaign. 3. Engaging a Marketing Agency: The initial WG funding will be used to hire a professional marketing agency. This agency will be responsible for: <ul style="list-style-type: none"> • Branding and identity creation for the project. • Developing a comprehensive marketing strategy.

	<ul style="list-style-type: none"> • Creating engaging content to promote the campaign. <p>4. Launching the Campaign: The marketing agency will manage a 6-month fundraising campaign. The objectives of this campaign are:</p> <ul style="list-style-type: none"> • Accelerating public support for the innovation. • Gathering valuable feedback from potential users and stakeholders. • Identifying and securing potential partnerships. • Raising the necessary funds to progress the innovation. <p>5. Benefits Regardless of Outcome: Even if the funding target is not achieved, the project will still gain from:</p> <ul style="list-style-type: none"> • A strong brand identity. • A well-thought-out marketing strategy. • Quality content that can be used for future endeavours. <p>Commercial/Partnership Agreement: A clear agreement will be established to outline the terms of any partnerships through the Legal & Risk Team. This will detail:</p> <ul style="list-style-type: none"> • How the funds will be utilised. • The roles and responsibilities of each party. • The roadmap for progressing the concept to the next development stage. <p>Benefits:</p> <ul style="list-style-type: none"> • Innovators: Provides a platform to showcase their ideas, gain public support, and secure funding without the traditional financing barriers. • ABUHB: An opportunity to foster innovation within the organisation, engage with the public, and potentially introduce groundbreaking solutions to the market.
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	<ul style="list-style-type: none"> • Public: A chance to be part of the innovation journey, provide feedback, and support projects they believe in. <p>Conclusion: Project Kickstart is not just about funding but community engagement, feedback, and collaboration. By leveraging the power of fundraising, ABUHB aims to bring the most promising innovations to the forefront, ensuring they receive the support and resources they need to thrive.</p>
1st Account Signatory:	
Name:	Dale Evans
Designation:	Head of Business Development, Value-Based Healthcare
Signed:	D Evans
Date:	03.10.23
2nd Account Signatory:	
Name	Finance Director or Project Group Leader - TBC
Designation	
Signed	
Date	
Please note the second signatory must be of equal or higher grade	
For Finance Use	
Fund Name:	
Fund No:	
Date Set Up:	

Appendix 5

Request Form to open New Charitable Fund Account Signatories

All delegated 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:	Recovery Through Sport
Hospital:	WIA - Adult Mental Health wide
Department/Ward:	Adult Mental Health
Purpose of Account:	To raise monies and purchase equipment for the Recovery Through Support Scheme
1 st Account Signatory:	
Name:	Matthew Reynolds
Designation:	Senior Nurse
Signed:	X
Date:	22/3/2023.
2 nd Account Signatory:	
Name	Jonathon Newitt
Designation	Lead Nurse
Signed	
Date	22/3/2023
Please note the second signatory must be of equal or higher grade	
For Finance Use	
Fund Name:	
Fund No:	
Date Set Up:	

Aneurin Bevan University Health Board Charitable Fund

Request Form to open New Charitable Fund Account Signatories

All delegated 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:	Accredited Supervision Programme Account
Hospital:	St Cadoc's
Department/Ward:	Psychological Therapies Training Department located in Mental Health and LD
Purpose of Account:	To manage the accredited supervision fee paying programme. The course is externally accredited (via CPCAB) and contains annual quality assurance requirements and student enrolment fees to the accreditor. Fees include enrolments, course moderation, clinical supervision, specialist tuition and verification which occur annually. The accreditation and its constituent requirements are funded via the trainee fees.
1st Account Signatory:	
Name:	Amelia Lyons
Designation:	Course Leader : Clinical Supervisor Trainer, Band 7
Signed:	Amelia Lyons
Date:	11/10/2023
2nd Account Signatory:	
Name	Kerri Miles
Designation	Practice Learning Facilitator : CBT, Band 7
Signed	Kerri Miles
Date	11/10/2023
Please note the second signatory must be of equal or higher grade	
For Finance Use	
Fund Name:	
Fund No:	

Date Set Up:	
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DYDDIAD Y CYFARFOD: DATE OF MEETING:	09 November 2023
CYFARFOD O: MEETING OF:	Charitable Funds Committee
TEITL YR ADRODDIAD: TITLE OF REPORT:	Level of Reserves 2023-24
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Robert Holcombe, Director of Finance, Procurement and Value Based Healthcare
SWYDDOG ADRODD: REPORTING OFFICER:	Estelle Evans, Head of Financial Services & Accounting

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

Ar Gyfer Penderfyniad/For Decision

At the end of 2022/23 due to the loss on investments the reserves held by the charity of £288K and the Contingency of £46K were used to cover the loss on investments incurred in 2022/23 in line with the Charitable Funds procedure.

In previous years, a reserve was maintained through the assets associated with the TP Price estate, which now has largely been sold and the proceeds used by the charity.

It is a requirement of the Charitable Funds Financial procedure for a reserve to be maintained by the Charitable Funds Committee. This report provides the Charitable Funds Committee with options on how funding can be used to recreate a reserve for 2023/24.

Appendix 1 provides an extract from the main Charitable funds financial control procedure, Appendix 11 – Charitable Funds Investment and Reserve Policy

**ADRODDIAD SCAA
SBAR REPORT**

Sefyllfa / Situation and background

At the end of 2022/23 given the volatility in the markets the unrealised loss was £382K.



As agreed by the committee previously, the reserves and contingency held were used to offset the loss on investments at year end of £382K, along with the balance remaining after the administration charge had been netted off the investment interest and dividends. This still resulted in a shortfall of £11K which was apportioned across the fund holders.

The impact of this is shown in the table below.

Unrealised Loss and Reserve	31.03.2023 actual
	£000's
Interest and Dividends	183
Admin Fee	-146
Net income/(cost)	37
Reserve	288
Contingency	46
Unrealised loss	-382
Net Reserves	-48
Overall surplus/(shortfall) on reserves	-11

Given that the full value of the reserves held by the charity in 2022/23 were used to offset the investment loss the Charity now need to recreate the reserve required for 2023/24 in line with the Financial Control Procedure.

The Committee is asked to review the options available to the committee to recreate a reserve fund for 2023/24 and to confirm the preferred option.

Cefndir / Background

See above.

Assessment

The reserves policy was reviewed and approved by the Charitable Funds Committee on 9th November 2021. The reserves policy was set up to cover the annual administration fee and to cover any stock market fluctuations in relation to our investments should the Charity be in a position where a loss on investments is incurred during any given year.

The table below shows the losses made over the last 10 years. Based on the table below the average of the unrealised loss over the past 10 years is 4.0% which equates to £231k of funds held as at 31.03.23. This is based on an average loss of 4% (2022/23 7%, 19/20 3% and 15/16 2%) x the total funds held at the end of 2022/23 of £5.770m



Year	Admin Charge		Int & Div		Unrealised Gain/Loss		Total	Total Increase/Decrease	Total Without Unrealised Gain/Loss		Total Funds Held
	£000's	%	£000's	%	£000's	%			£000's	%	
22/23	146	3%	184	3%	382	7%	- 344	-6%	38	1%	5,770
21/22	139	2%	171	3%	480	8%		8%	32	1%	6,044
20/21	126	2%	166	3%	673	12%		13%	40	1%	5,416
19/20	125	3%	171	4%	151	3%	- 105	-2%	46	1%	4,815
18/19	117	2%	167	3%	275	6%		7%	50	1%	4,980
17/18	114	2%	166	3%	95	2%		3%	52	1%	4,788
16/17	103	2%	169	4%	430	9%		11%	66	1%	4,636
15/16	102	2%	166	4%	70	2%	- 6	0%	64	1%	4,599
14/15	101	2%	167	4%	372	8%		10%	66	1%	4,580
13/14	103	2%	173	4%	9	0%		2%	70	2%	4,433

To try and mitigate any potential downward stock market fluctuations the level of reserves required for 2023/24 are £231K.

The reserves policy also requires that the Charity reserve covers the annual administration fee. For 2023/24 this is estimated to be £165K

To ensure that the Charity can cover the annual cost of the administration charge and any potential unrealised loss the reserve held for 2023/24 needs to be for the minimum amount of £396K required.

Options to recreate the reserve for 2023/24

Option 1 – Designate remaining fixed assets as reserves as these amounts have not been allocated to individual funds and therefore cannot be spent other than by the authority of the Committee. There is a slight shortfall, but this could be met with dividends and interest as described below.

Note – it is not necessary to sell the assets to classify them as reserve.

At the end of 2022/23, the charity held the following fixed assets.

Description of Non-Liquid Assets of Charity	Valuation
	£000
13 Clytha Square	250.0
TP Price Estate 1 metre strip of land at Oakdale	55.0
TP Price Estate Freehold Interest - 3 High Street, Six Bells	25.5
Painting - The Domestic Chaplain	25.0
Total	355.5



1. 13 Clytha Square is a fixed asset which has recently been valued at circa £250K. A number of papers have been presented to the Charitable Funds Committee in relation to this property as it requires substantial repair which the Charity do not have sufficient funds to be able to undertake. Health Board staff are currently based in the property and ways of accommodating them are being investigated.
2. Land at Oakdale – A small piece of land with a potential market value of £55K.
3. High Street freehold. The committee have recently sold this freehold.
4. The painting is currently valued at £25k. Given that it has been valued significantly higher than this in previous years the Committee would need to consider whether they would want to sell this painting at this time or retain it on the basis that the market value may improve.

Option 2 – retain 2023/24 interest and dividends received and any unrealised gain at the year end.

- The interest and dividends received from the investments could be retained to create the reserves value – The amount for 2022/23 was £183K. This would result in the fundholders still being charged the annual admin fee which would reduce the value of the funds available to them. The admin fee is normally offset by the interest and dividends which usually results in a net gain to the fundholders.

If an unrealised gain is achieved by the end of 2023/24 (currently at the end of September, there has been a loss of £61K on investments) the gain could be retained centrally to reinstate the reserve.

The interest and dividends historically amount to about £180K so any dividends and interest could be retained to create part of the required reserve.

Option 3 – Top slice all accounts held based on fund balance as at 31.03.2023.

- Based on the amount of reserve required each fund could be top sliced based on the size of the fund to create the required reserve.
- This would mean that each fund would have a reduction in their balance and would require communication with fundholders to explain the situation regarding the loss on investments. In some cases, it could cause some funds to go into negative balance.



Option 4 – combination of the above (recommended option)

Based on the values identified above, a combination of the above options could be used to generate the required reserve.

1. Allocate current fixed assets as a reserve - circa £355.5K.
2. Retain the annual interest and dividends on the investments to add this to the Charity reserves – estimated value based on 2022/23 is £183K.

This would generate an estimated total of £526K and would mean that the reserve would be higher than needed. This would allow flexibility to utilise some receipts from asset sales to add to the general fund and top up the small grant balance while still retaining a reserve of £396k.

Any unrealised gains could also be used to increase the reserve further and allow, for example, the charity to use the proceeds from a future sale of Clytha Square for general purpose funds.

Argymhelliad / Recommendation

Create the required reserve by designating current fixed assets and utilising interest and dividends over the next few years. The reserve should also be added to with any unrealised gains on investments.

The reserves position should be reviewed on an annual basis.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix 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 Link to IMTP	Choose an item.



Galluogwyr allweddol o fewn y CTCI Key Enablers within the IMTP	Finance
Amcanion cydraddoldeb strategol Strategic Equality Objectives Strategic Equality Objectives 2020-24	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)	
	Is EIA Required and included with this paper No does not meet requirements
Asesiad Effaith Cydraddoldeb Equality Impact Assessment (EIA) completed	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 ABB.EDI@wales.nhs.uk
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.



Appendix 1

Extract from Charitable Funds Financial Procedure - Appendix 11

Charitable Funds – Investment and Reserves Policy

1. Purpose

Aneurin Bevan University Health Board, as a Corporate Trustee, needs to ensure it can demonstrate effective management of current charitable funds, whether invested or held as liquid assets to meet forecast expenditure. It also needs to ensure donations are spent on a timely basis whilst maintaining a level of reserves that will ensure the ongoing viability of the charity.

The purpose of this document is to detail the current investment and reserves policy for Aneurin Bevan Health Charity.

2. Investment Overview

The power of investment given to trustees is detailed in Section 3 of the Trustees Act 2000. This act imposes a duty on those acting as Charity trustees, when exercising their powers of investment, to consider the need for diversification, to reduce the risk of loss should an investment fail.

In addition, as Corporate Trustee, Aneurin Bevan University Health Board, in line with the ethos of promoting patient care, will attempt to ensure that all investments are ethically and environmentally sound and are not opposed to the purpose of the charity.

3. Investment Policy

The overall aim in investment of funds is to maximise total return whilst balancing risks and requirement for income. It has been agreed that:

- a) The Health Board's Charitable Funds can be invested in several different forms of investments, in line with the Trustees Investment Act 1961.
- b) The Charitable Fund Committee, on behalf of Aneurin Bevan University Health Board, has the delegated authority to appoint investment advisors. The investment management company will operate within the limits set down in this policy.
- c) The performance of the investment management company will be reviewed annually by the trustee and will be subject to re-appointment on a 3 yearly basis with an agreement to extend for a further 2 years. Any proposed change in provider shall be subject to a formal tender process.

- d) The managed investment portfolio will be a minimum of 75% of the total funds held.
- e) The working capital balance will be retained in a Government Banking Service, interest bearing, account which will be distinct from Aneurin Bevan University Health Board's 'revenue' account, to enable daily cash requirements to be met. At all times, it must be ensured that sufficient liquid resources are maintained to meet routine payment requirements.
- f) Investments are to be made within the limits of the Health Board's Ethical Policy, which is to exclude those companies whose main business is related to the production or sale of tobacco or alcohol and companies with significant involvement in coal, oil and gas, armaments, gambling and pornography.
- g) The Charitable Funds Committee or a nominated representative should instruct the Investment Management Company to:
 - Provide details of all transactions undertaken on behalf of charity.
 - Hold stock and share certificates for safekeeping.
 - Provide details of dividends and interest received.
 - Provide valuations on request.
 - Attend the Charitable Funds Committee at least annually to formally present the investment performance of the period

4. Reserves Policy

The Charitable Funds Committee has considered 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.

The value of reserves held will change each year and will be maintained from several sources including those unrestricted funds that have not been committed and are freely available to spend on any of the charity's purposes and any unrealised gain.

5. Review

The Health Board's Charitable Funds Investment and Reserve policy will be reviewed annually by the Charitable Funds Committee.

DYDDIAD Y CYFARFOD: DATE OF MEETING:	09 November 2023
CYFARFOD O: MEETING OF:	Charitable Funds Committee
TEITL YR ADRODDIAD: TITLE OF REPORT:	Available Funding & Small Grants Scheme
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Robert Holcombe, Director of Finance, Procurement and Value Based Healthcare
SWYDDOG ADRODD: REPORTING OFFICER:	Estelle Evans, 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 30.09.2023 and includes two small grant requests and a bid request for consideration.

**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.

The Committee is asked to note the funds available to them and consider the three requests.

Cefndir / Background

Funds Available to the Charitable Funds Committee

The following table shows the discretionary funding currently available to the Committee:



Table 1

Charitable Funds Committee - General Fund	ABUHB F002 £000's
Fund Balances as at 31.03.2023	106
23/24	
CFC-234 Radio Station YYF	0.0
SGS-003 In Tune with Parent & Infant Mental Health Conference	-1.0
SGS-005 Scheduled Care - Gas Cylinder Trolleys	-2.4
SGS-007 Finance Conference	-4.2
SGS-008 Llwyn Onn Improvements	-3.0
Legal Costs	0.2
SCS 010 Clinical Supervision Programme	4.7
Unknown/General Donations	1.2
Total 23/24	-5
Balance as at 30.09.23	102
Less Commitments	
CFC-234 Radio YYF	-1.0
CFC-243 Volunteer Event (06.06.23)	-15.0
CFC-259 – Occupational Therapy Support for Staff	-22.0
SGS-005 Scheduled Care - Gas Cylinder Trolleys	-0.6
SGS-007 Finance Conference	-0.7
SGS-008 Llwyn Onn Improvements	-2.0
SGS 009 Person Centred Value Based Health Care Education Prog	-4.5
SCS 010 Clinical Supervision Programme	-8.2
SCS 011 Advanced Communication Skills Training, Cancer Services	-3.0
Total Commitments	-57
Remaining available funds after commitments	45

Asesiad / Assessment

Requests Received

Three requests have been received as identified in the table below. Copies of the applications are attached.



	Total Cost £	Ongoing Costs	Area of Benefit
Small Grant Requests			
SGS 012 Well Being Pop up Events across ABUHB	5,000	0	Staff
SCS 013 Mental Health & Learning Disabilities Wellbeing Space	3,000	0	Patients, Staff & Visitors
Bid Request			
CFC 264 Televisions for Bedwas Ward, Ysbyty Ystrad Fawr	23,000	0	Patients
Total	31,000	0	

Key points

- The Chief Executive asked if funding could be found to fund the above Bid request CFC 264 for the purchase of 28 televisions at a cost of £28k. Available monies have been identified as follows:

CFC-264 Televisions for Bedwas Ward, YYF	Amount £
Total Cost of bid	28,000.00
Less monies previously committed from general funds against CFC-222 A&E Clinical Skills Equipment, no longer required.	-21,000.00
Less funds made available from YYF Nursig Charitable Fund F565	-5,000.00
Requested from Small Grant Funding	2,000.00

- The requests are being submitted to the Committee as no other source of funding could be found within the list of existing charitable funds.
- The Charitable Funds Committee can apply general funds for the benefits of patients and staff across the Health Board.
- The Committee has a balance of £45k available to support requests. This balance includes the £21k no longer committed against an equipment bid.
- If the Committee approve the 3 requests totalling £31k detailed in this paper, the Committee would have £14k remaining.

rgymhelliad / Recommendation

The Charitable Funds Committee is asked to note the funds available and consider the three requests.

Amcanion: (rhaid cwblhau)



Objectives: (must be completed)	
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix 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 Link to IMTP	Choose an item.
Galluogwyr allweddol o fewn y CTCI Key Enablers within the IMTP	Finance
Amcanion cydraddoldeb strategol Strategic Equality Objectives Strategic Equality Objectives 2020-24	Improve the Wellbeing and engagement of our staff Choose an item. Choose an item. Choose an item.

Gwybodaeth Ychwanegol: Further Information:	
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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)	
	Is EIA Required and included with this paper No does not meet requirements
Asesiad Effaith Cydraddoldeb Equality Impact Assessment (EIA) completed	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 ABB.EDI@wales.nhs.uk



**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.



COLLEAGUE WELLBEING POP UP- POP IN

(ON & OFF BUS)
FUNDED FROM CHARITABLE FUNDS

ACTIVITIES SO FAR
JUNE TO DECEMBER 2022

Observations and evaluations from specific wellbeing hosted events

Catherine King Senior Improvement & Programme Manager MHLD

Principles calling

We need to **continue** to understand and deliver 'meaningful' wellbeing activities and access for colleagues ongoing.

Observed; a need to implement and sustain 3 simultaneous wellbeing activities;

- **The preventative:** raising awareness of mental health & wellbeing in general, creating a culture where it isn't stigmatised, and having regular check-ins to see how colleagues are doing;
- **Targeted interventions** when people need them, either provided in-house or by effective signposting, when issues like burnout, stress or resilience are a problem;
- **A culture of self-care**, where mechanisms for colleagues to look after themselves are shared and encouraged, such as mobile apps, mindfulness techniques and lifestyle changes.

It's not about simply providing an opportunity for an event/activity for 'wellbeing'.

- There is a need to **nurture** a positive culture & to be embedded for encouraging colleagues in recognising **they are permitted**. The wellbeing also translate to patient care & safety
- Individuals negative culture of reluctance or feeling of **no permission to attend or self-care**.
- Team leaders need to lead and supportive in planning *eg in appropriate rota release*
 - team leaders and senior managers – lead by example – attend.
 - Colleagues were very excited to see visits on-board from Nicola P, Ann Lloyd, Judith Paget
 - **BUT events success observation is having neutral 'safe' hosts in safe spaces**
- **'step in'** - Planning needs to be 'tailored' to achieve access WHOLE SYSTEM- CROSS SECTOR
- Colleagues support us as individuals – take up
 - Also many like to bring something
 - Raptor/other craft skills
 - Cakes
 - Host and 'deliver' content

September 2022 –MHLD Colleagues were asked to indicate their 'current' feeling of wellbeing

-Using a scale of 1-10 (1 = very poor/10= excellent)



Respondents indicated an average rating of **5.8 (fair)**

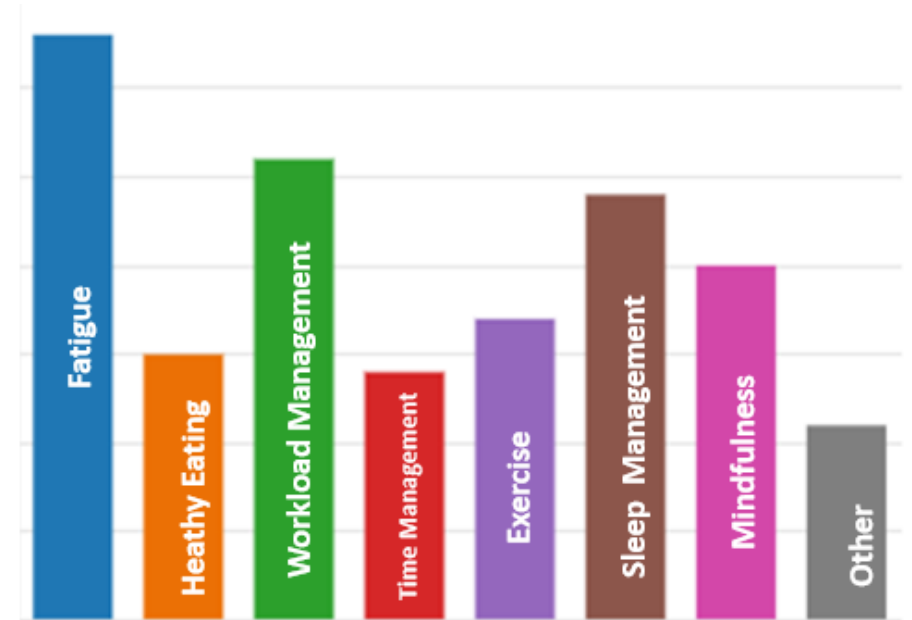
Asked if their feeling of wellbeing had changed in the last 3 months?

- 22% felt it had **improved**
- 35% felt it had **got worse**
- 43% felt it was **the same**

2020 to 2022 - When the only certainty has been....uncertainty

Colleagues at hosted wellbeing events (ie Wingbee & PopUp PopIns) indicated these 8 as consistent areas they would welcome support on to focus for their personal & professional wellbeing.

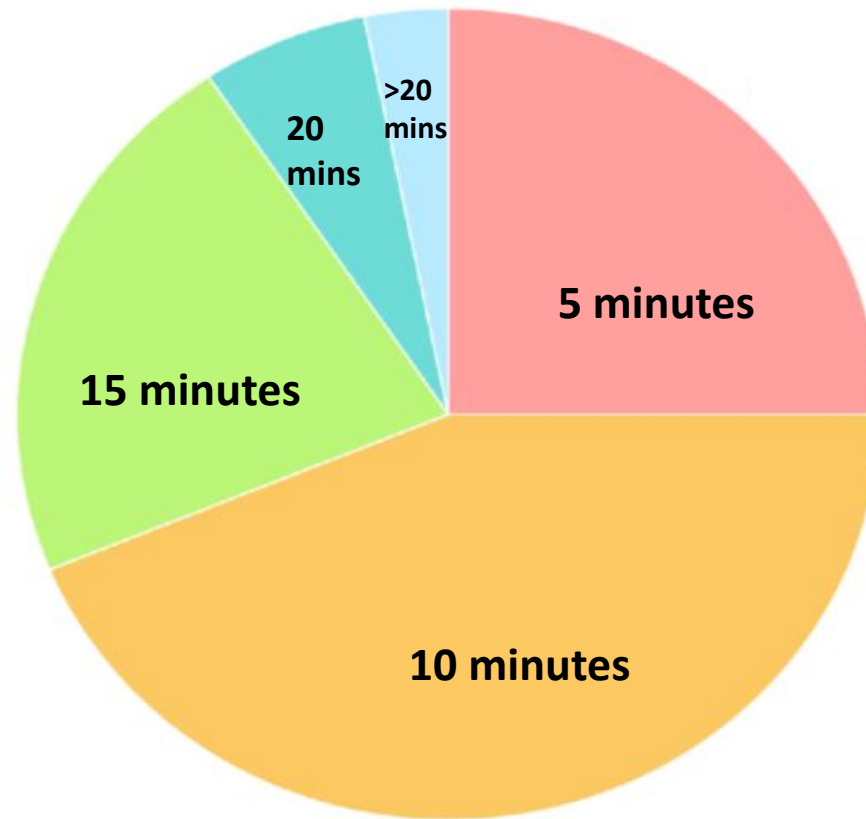
The areas of focus remain the same across different colleagues at different events, captured in anonimised feedback between June to December 2022





We can't change the world... but we can aim to make colleagues experiences a little better....

- continuing to recognise 'people' as people
- **Compassionate listening, space to speak and space to hear**
- demonstrate appreciation of feelings of value and wellbeing of our colleagues.
- identifying and coproducing activities that colleagues would like to engage with 'on the ground'



“How long do colleagues chat to activity hosts?”

Colleagues on Bus and activities signposted to awareness of Melo and the ABUHB Employee Wellbeing Service.

- ✓ When colleagues were asked if they knew of the EWB service they advised they were aware of it.
- The majority advised they wanted to have a wellbeing focus but did not need to, nor did not wish to contact EWB. They did want to spend time chatting to host/crew, and/or doing nothing or something mindful for 10 mins. *It was observed that when they often had presented in mild distress, but after the chat, advised they felt better just being able to 'let it out' in a safe space. They often 'looked better' too. I would describe their 'leaving the bus/activity' they would 'visibly look' as if they had relaxed, physically facially relaxed and a happier posture/step/energy*
- Many advising they were just having a bad day/few bad days and wanted to pop out to chat about it to someone outside their team

Crew were concerned about and actively encouraged 5 persons to contact EWB (June to Dec 22). 3 of these individuals had asked crew to refer them to EWB, but they were advised they have to self refer. *The 3 individuals (seen at different times) were on the bus and came back regularly to chat 'in general', each time encouraged to self refer to EWB.*

Observations by crew:

In summer general feeling of 'fatigue' was visible with many impacted in 'care giving to patients and getting back to normal' It was observed that on December Bus stops, that fatigue ongoing and safe spaces to chat was key focus, in addition many of the clinical teams(nurses & Drs) appeared specifically overwhelmed by some experiences of 'grief' with the patients/families than in summer. It was a frequent chat with crew. They appeared annoyed with themselves for letting something that they described as 'not new for me and is my job' upset them.

Many also described that they felt supported during lockdown, but now felt the impact from it on them was not dealt with, one described it as 'Covid- done- tick – move on to next pressure'



Quiet Zone



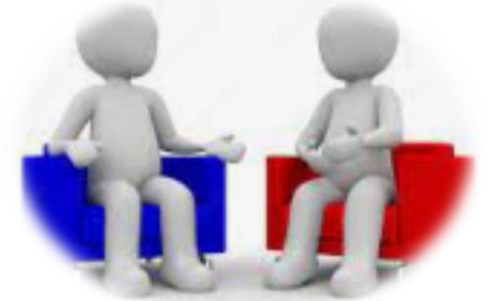
Refreshments



**Senior Leaders
drop in**
(hosts & participating)



Therapy Pets



Chat Zone



Crafty Zone



Bring Your Lunch Zone



Free Gift Zone
when donated gifts available



Massage Chair Zone

On the bus or at Pop Up Pop in activities these zones were made available

- Was lovely please come back again!
- Great idea to improve well being. Thank you!!!
- **absolutely amazing idea, great way to recharge.**
- This is an amazing idea.
- Thank you so much, felt well looked after and a bit pampered
- **Wonderful experience, the staff were friendly.**
- Really enjoyed talking to you- such a lovely thing to do for us
- Much needed relaxing space. Staff very friendly and welcoming. Please come back soon..... x
- Great to know someone was thinking of our wellbeing
- What a wonderful team
- **Thank you ever so much. I feel really touched that people took the time to arrange and come do this for us**
- Very relaxing atmosphere
- This is a lovely idea and i found it nice to sit and chat with other work colleagues who we don't see much of due to being busy etc....
- Absolutely wonderful and thoughtful. THANK YOU
- **Everyone took time to talk to us. Thank you**
- Thoroughly enjoyed our time such lovely welcoming staff.
- Thank you for your time and welcoming smiles
- Thank you so much!
- I loved it! Thank you for making me welcome
- Staff were lovely, the massage chairs were fabulous, nice and relaxing in the middle of a 12 hour shift, well done you made everyone feel very comfortable.
- Thank you for making the day easier
- Thank you for such a lovely experience absolutely loved the massage chairs Thank you for providing us with this service. Had to visit twice to engage in self relaxation for myself 20 mins. This was certainly achieved on both visits. Thank you
- Thank you for your visit and making us feel relaxed
- This was a great chance to (re)connect
- Met colleagues I hadn't met before, really lovely to do this
- It is humbling to see how much people do really care
- It has felt lovely but overwhelming to be recognised and visited, thank you for making the hard day feel so much better.

Thank you so much we really appreciate it

When I got here, you said hello and how are you feeling? No one has asked me that for a long time

Thank you for your time and welcoming smiles

Brilliant, keep doing what your doing as it does make a massive difference to us all xx

Build it and they will come

When	Where	Numbers of colleagues visited (min)
Bus (2 visit across 7 sites)	Bus YYF& GUH	1,486
1 st 'Pop up Pop In' -12 noon to 2pm	Ysbyty'r Tri Chwm	25
2 nd 'Pop up Pop In' -12 noon to 2pm	Maindiff Court	45
3 rd 'Pop up Pop In' -12 noon to 2pm	Anvil Court Health & Social Care	73
4 th 'Pop up Pop In' -11am to 2pm	VitTec Centre BG	100
5 th Pop up Pop In' -11am to 2pm	BG – PC MHSS	10

12% of ABUHB
Colleagues







Charitable Funds Small Grants Scheme Application – Max £5k CFC/SGS-012 Wellbeing Pop Ups

1. Name of ward or department and hospital:
ABUHB ALL colleagues, hosted by MHLDD working with Pop Up Pop In collaborative (Chaplaincy/Corp Arts/Blaenau Gwent PC – NCN).
2. Description of item/service required:
<p>To take more opportunity in continuation of Pop-Up Wellbeing spaces & activity over the next 6-8 months.</p> <p>The spaces are hosted by a neutral team and facilitate opportunity in a relaxing environment for the Health Board for more compassionate listening, understanding, identifying and coproduction of simultaneous type of activities that colleagues would like to engage with 'on the ground'.</p> <p>The principles include delivering 'meaningful' wellbeing activities and access for colleagues ongoing.</p> <p>They observe; a need to implement and sustain 3 simultaneous wellbeing activities:</p> <ul style="list-style-type: none"> • The preventative: raising awareness of mental health & wellbeing in general, creating a culture where it isn't stigmatised, and having regular check-ins to see how colleagues are doing. • Targeted interventions when people need them, either provided in-house or by effective signposting, when issues like burnout, stress or resilience are a problem. • A culture of self-care, where mechanisms for colleagues to look after themselves are shared and encouraged, such as mobile apps, mindfulness techniques and lifestyle changes.
3. Cost of item/service plus supplier information:
<p><i>Please provide a quote if available and ensure that any costs for delivery and installation are included.</i></p> <p><i>Please state if your costs include VAT.</i></p> <p><i>If there is any ongoing maintenance or consumable costs, please explain how you intend paying for this.</i></p>
<p>Total £5,000, breakdown as below:</p> <ol style="list-style-type: none"> 1) £3000 for contribution to a Project Wingman Bus visit to sites. Ambition and interest for a collaborative share with potential with other 'NHS /front line' organisations to enable an extended visit in Gwent for up to 2 weeks. <p><i>Interest is expressed by Public Health Wales & Police for a share in visit to</i></p>



Mamhilad site where we have many departments based including IT, Finance and Complex Care. Other services are also interested in potential share of costs, this would enable the bus to remain in area for our colleagues longer.

- 2) **£2,000** for a minimum of **15** Pop Up Pop In colleague well being space activities delivered by host wellbeing team over the next 6- 8months.

Resourcing and hosting are done around usual day jobs, ambition 2 Pop Ups per month.

Working on previous experience that would deliver wellbeing opportunity to a **minimum** of 1500 ABUHB colleagues.

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

Staff morale and well-being is observed as remaining exceptionally low with colleagues, due to many factors (work and lives). Many colleagues describe their only certainty is uncertainty and exhaustion still. This continues, following C19 they are now increasingly describing cumulative burnout.

Staff wellbeing has a significant impact on services, this is showing in recruitment and retention.

There is a need to **nurture** a positive culture & to be embedded for encouraging colleagues in recognising **they are permitted**. The wellbeing also translates to patient care & safety.

The benefit is captured through feedback. The attached feedback document summarises experiences already received from previous events funded from Covid Charitable funds. This funding will continue to offer opportunity build on this through the next 6- 8 months.

The Pop Ups have been recognised in the positive impact for colleagues and the host team recently received an award in South Wales Health & Care Awards.

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.

This funding is to provide basic activity and physical resource described above.

The hosts do so around their usual day jobs. We work collaboratively to provide content at activities, with local community groups/Art Therapies/Chaplaincy. These partnerships are sometimes one off and also ongoing. These enhance inter-Division networks and the activity adding additional quality and interest.

The ABUHB Chaplaincy department will utilise their own charitable fund to support in these events by providing massage equipment and refreshments.



I have applied successfully to Charitable Funds for previous Wingman projects from Covid funds that were available at that time.

6. Other supporting information:

See attached file on feedback & experiences.

This bid is cross Division made on behalf of the collaborative host team. From MHL D, Chaplaincy, Corporate Arts and BG Primary Care. Access will be available to all HB colleagues.

7. Feedback:

At the end of your project or after the purchase of your item or service, please provide feedback to the Charitable Funds Committee about the difference this funding has made. Please provide photos, quotations etc so we may include the information in the Charitable Funds Annual Report. Thank you.

8. Submitted by:

Name: Catherine King	Job title: Senior Improvement & Programmes Manager MHL D
Telephone:	Email: catherine.m.king@wales.nhs.uk

9. Supported by:

This must be signed by the Directorate Manager/Head of Service

Name: Catherine King – as above	Date:
Job title:	
Signature:	

For Charitable Funds Committee Use

Approved	Not Approved
Next Action:	Reason:



Charitable Funds Small Grants Scheme Application – Max £5k CFC/SGS-0013 MHLD-Pop Up Pop In -Take it or Leave it – Wellbeing Space

1. Name of ward or department and hospital:

Mental Health/Learning Disabilities (MHLD), St Cadocs Hospital
MHLD Division Engagement Team

2. Description of item/service required:

Current situation:

The internal area outside St Cadocs hospital main Hall, is the first place seen by Patients/Visitors and all NHS and partner colleagues working on site as the building is entered. It has become gloomy and abandoned over the years and sets a low mood and expectation on entry for the time spent in the building.

Colleagues on this site include: MHLD/Facilities/3rd sector/Local Authority/others.

The MHLD Engagement team has tried to improve the area, with available furniture, which is abandoned, old, stained and random.

The work so far has shown that people do want to access the space and increasing numbers of good quality and clean books/jigsaws/board games & DVDs are left.

The MHLD Engagement team also seeks and has sourced donations from community and 3rd sector, for things such as hygiene products/period pants/new fleece cuddle blankets/new gloves/socks. Treats are also often left as donations, from passing individuals e.g., fun size packs of sweets. These are all left for whoever wishes to take them, people are encouraged to take only what they need for their personal use.

Through this activity the space is evolving a new and valued identity.

Aim: The aim is to build this area's use, to enhance the environment in this area, creating zoned uncluttered, welcoming areas, calm, peaceful spaces to benefit the health and wellbeing of patients and the dedicated staff who care for them and the premises.

An ambition in this reasonable space to create 5 uncluttered, welcoming multifunctional mini zones.

- A small sitting relaxing area (coffee table chat).
- A green space area with seating (quality landscaping artificial plants etc) for relaxation and contemplation.
- A multifunctional space for craft/activity opportunities (pop up pop in activities for colleagues or patients).
- Display area for regular refreshed displays for creations/Self-help and self-



care information.

- 'Take it or leave it' units (for donations).

To achieve an enhancement, funding for the following is sought:

- Comfy tub chairs & garden chairs.
- Chairs for craft/activity table use.
- Shelving for donations (usually books/games DVDs left).
- Green space décor (artificial quality plants/planters).

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.

- I anticipate the goods required being supplied direct from a general store, such as Ikea, with other items being sought in 1st instance through departments/partners who work in MHLD (e.g., our Woodshed/Growing Space)
- Request up to £3k to cover these enhancements.

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

Patients

- **Not able to access grounds**

Many patients, due to their condition and level of care, are unable to go outside the physical premises to our grounds. They may be on our wards here long term. Many are able to have escorted walks with the support worker around corridors. Enhancing this space would offer them an area to stop and relax in. A change of scene & atmosphere.

- Having a green space zone in this area would offer an environment enhancement. Bringing a feel of green space inside. **Studies have shown that green spaces can lower levels of stress (Wells et al, 2003)**
- Creative space off wards for planned small activities/groups.
- MH Peers and OTs welcome the opportunity for a space on site, but off ward environment to work with patients as individuals or small groups.

Visitors (Friends/Family)

- This space on entry would set a more positive feel for the site.
- This area is accessible 24/7 and visitors may wish to relax and contemplate here around their visits, to refresh and reset their feelings of their own wellbeing.

Colleagues

- Entry to site, lifts the mood.
- A space off wards/offices for contemplation, relaxing and wellbeing.



Patients/Colleagues

An area where activities can be accessed, working collaboratively with 3rd sector partners/Corp Art team/others, as available.

The use and benefits will be measured by:

Collection of 'experiences' via:

- a QR code offering feedback from area use will be available in area and monitored and reported by MHL D Engagement Team.
- Verbal feedback noted.

Increase in activity/donations

- MHL D Engagement Team will monitor number of activities/sessions sought and utilised in the space.
- Levels of donations & utilisation for 'take or leave it' will be monitored. It is anticipated levels of both of these will increase as space is more attractive to visit.

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.

No funding available within Mental Health & Learning Disabilities at this time.

6. Other supporting information:

We know that having moments for contemplation and calm are important for wellbeing – particularly for our short- and long-term patients and our incredible NHS colleagues who go above and beyond every day to take care of people.

We have currently made the best we can in this space at zero cost with donations, spare random furniture. Picture below.



7. Submitted by:

Name: Catherine King	Job title: Senior Improvement & Programme Manager MHL D Division Engagement Lead
Telephone:	Email: catherine.m.king@wales.nhs.uk

8. Supported by:
This must be signed by the Directorate Manager/Head of Service

Name: As above	Date: 24 th October 2023
Job title:	
Signature: via email	

For Charitable Funds Committee Use

Approved	Not Approved
Next Action:	Reason:



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Aneurin Bevan
University Health Board

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GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Aneurin Bevan
University Health Board

Aneurin Bevan University Health Board
Committee meeting date
Agenda Item

Charitable Funds Committee

Bid Ref: CFC – 264

Bid for Purchase and Installation of 28 Televisions For Bedwas Medical Ward At Ysbyty Ystrad Fawr

1. Introduction

The Charitable Funds Committee is asked to consider the purchase and installation of 28 televisions, one for each of the 28 single ensuite inpatient rooms in Bedwas Ward, Ysbyty Ystrad Fawr.

The cost of this is £28k but £5k has been made available from an existing charitable fund so the total amount requested from the Committee is £23k.

2. Background

Ysbyty Ystrad Fawr (YYF) opened in November 2011. At the point of opening, it had fully functioning TV sets in every patient room on site. These were purchased and installed as part of the capital build allocation. The company who provided these units had a lease that covered the long term after care and maintenance so any repairs and technical challenges could be swiftly resolved. It was raised to the Borough Teams in early 2020 that the company who originally provided the service was no longer in existence and once the lease expired, the IPTV system would in effect be unsupported and no maintenance could be carried out.

At this time the TVs on Bedwas ward were in an exceptional poor state of repair. Bedwas ward was a short stay ward with patents expected to stay no longer than 72 hours. A decision was then taken to remove the TVs and provide radios and tablets to patients instead.

Since the pandemic the ward has been redefined and now looks after medical patients who have similar length of stays to other in-patient medical wards at YYF so the ward would like TV's reinstalled but have no available funds to do so.

3. Key Issues

3.1 Category of Bid

This bid relates to:

Purchase of equipment.

Patient's welfare and amenities.

3.2 Description of the Bid

Loneliness and isolation are evident in YYF and is exacerbated by the single room design. The Person-Centred Care Team have provided the Borough Teams with support to undertake some meaningful activities at ward level and provided some activity resources, however there is a limit on the impact of these activities with limited space to successfully cohort patients together on a busy ward. There is a day room available, but this can only safely accommodate up to 4 patients at a time.

It is expected that televisions and/or radios are available as basic equipment for patients to use on inpatient wards. The absence of a stimulating environment was cited several times over the past few years and in recent complaints and has been highlighted in PREMS surveys. Patients gave examples of the impact of this issue by saying:

- 'The ward needs to improve activities- it's so boring.'
- 'Very unsocial ward, no activities, nothing at all, it's a very long day, although I have been given a radio.'
- 'I've been bored the whole time I've been here. I could go mad some days but the radio has been a help.'

3.3 Outcome Measures & Benefits

3.3.1 Activity Analysis

The average length of stay in YYF is 30 days.

There are generally several patients who have delayed discharges due to the delays in packages of care and the limited number of care home vacancies in the Caerphilly Borough.

3.3.2 Benefits

The installation of TVs will:

- Provide consistency across all the medical wards on the YYF site.
- Improve patient experience reducing isolation and boredom.
- Stimulate patients, improving mental health, speed of recovery and engagement with therapies.
- Support patients in keeping up to date with current affairs and daily news which can support engagement with the outside world.
- Occupy and engage patients so that they will require less staff time and intervention releasing staff to focus on those patients who have higher acuity and/or care needs.

3.4 If the Bid is not Supported

If the bid is not supported, it would continue to impact on the current situation described in this bid and be detrimental to patient well-being by not offering sufficient stimulation for patients.

3.5 Bids relating to Additional Staff Resources

N/A

4. Financial Analysis

4.1 Funding Requested

A minor works request totalling £27,969.85 from Works & Estates for the provision and installation of the televisions is attached to this bid. The total cost requested from the Charitable Funds Committee is £22,675.66.

4.2 Availability of Local Charitable Funds

It has been agreed by the Senior Nurse at YYF to use the general nursing charitable fund towards this request as detailed below:

Fund Ref:
F565 YYF NURSING FUND

Current balance
£5,294.19

4.3 Revenue Costs

The TVs will be installed under the guidance of IT using a "smart" TV cabling system, identical to the other wards. They will not require any ongoing maintenance contract/financial obligation. Going forward if the TV fails it will need to be replaced, hopefully by ward funds.


4.4 Revenue Costs - Affordability

N/A.

5.0 Conclusions and Recommendations

The Charitable Funds Committee is asked to provide funding of £23k for the purchase and installation of 28 TVs to Bedwas ward in YYF.

Bid Prepared by:

Name: Jane Thornton	
Title:	Hospital Manager
Date:	24th October 2023

Supported by Division

General Manager:	Tracy Morgan
Signature:	
Date:	24th October 2023

Executive Sponsor

Signature:	
Date:	

**ANEURIN BEVAN UNIVERSITY HEALTH BOARD
WORKS & ESTATES
MINOR WORKS**

PLEASE NOTE: THESE COSTS ARE OPEN FOR ACCEPTANCE FOR A PERIOD OF 3 MONTHS, THEREFORE IF REQUIRED AFTER THIS TIME PLEASE RE-SUBMIT A NEW REQUEST THROUGH OUR RESPONSE DESK ON EXT: 55060

Reference Hospital Costed Status Requested

RV/322729

YYF

COSTED

01/03/2022

25/05/2023

Unit Manager

JANE THORNTON

Contact Name

JANE THORNTON

Contact Number

01443 802293

Department

BEDWAS WARD YYF

Description of work required

RV/322729 - Supply and Fit 28.no 43" TVs for Bedrooms, Bedwas Ward, YYF.

Labour Cost £

Materials Cost £

Total Cost £

27,969.85

Job No

Costing Officer

LEE GIBBONS

Authorisation of Payment

THIS SECTION ONLY TO BE COMPLETED BY AUTHORISED SIGNATORIES
Work can only proceed following submission of the completed form to the Minor Works Section, Works & Estates Department, St Woolos Hospital.

As the responsible manager, I hereby authorise agreement to proceed with these works.

I am aware that the sum of

as shown above as Total Cost will be debited from my budget to pay for these works.

Signature

Date

Print Name

Budget to Charge



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

DYDDIAD Y CYFARFOD: DATE OF MEETING:	09 November 2023
CYFARFOD O: MEETING OF:	Charitable Funds Committee
TEITL YR ADRODDIAD: TITLE OF REPORT:	Administration Charges 23-24
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Robert Holcombe, Director of Finance, Procurement and Value Based Healthcare
SWYDDOG ADRODD: REPORTING OFFICER:	Estelle Evans, 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 normal revenue budgets are not used to subsidise the charity. This report outlines the administration charges 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 charges for 2023/2024 of £154k which is based on current information and to give approval for this to increase, should there be additional costs, to a revised maximum of £165k.

Additional costs may be incurred due to the figures being estimated at 30th September 2023 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 charges 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 charge has been reviewed and updated for 23/24.

Asesiad / Assessment

The administration costs are identified in the table below:

	Actual	Estimate	Difference
	2022/23	2023/24	
	£	£	
Administration Charges			
Charitable Funds Office Staff	82,130	89,059	6,929
Senior Finance Staff	22,097	24,662	2,565
Audit Fees	18,761	18,761	0
Cost of Committee Meetings	10,100	11,179	1,079
Accommodation and Utility Costs	7,127	7,008	-119
Procurement	2,831	2,993	162
Other Charges	3,447	5,040	1,593
NHS CT Operational Support Grant	0	-4,485	-4,485
Total Administration Charge	146,493	154,218	7,725

The charge is estimated to be higher than last financial year by 5.27%. This is attributed mainly due to:

- An increase in staff costs due to 22/23 & 23/24 pay rises. This includes a 1.5% consolidated increase backdated to April 22 (notified in March 23), a one-off recovery payment with an average of 3% (between £900 - £1190, pro rata, dependent on band) and a 5% consolidated increase with effect from 1st April 2023.
- Increased legal costs (included in other charges).

The following should also be noted:

- Funding of £4,485 obtained for this year (and £4,485 for 24/25) from NHS Charities Together for an operational support grant in relation to the Stage 2 grant – Person Centred Meaningful Activities and Engagement.
- A vacancy for several months of a Band 4 WTE 0.8 (currently the post is being undertaken by a 0.6 WTW financial trainee).

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 £19k is based on 22/23 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.
- The accommodation and utility costs are 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.
- Other charges include legal costs, bank charges and other ad hoc charges incurred by the Charitable Funds Team.

It should be noted that NHS Charities Together are no longer able to fund our membership with them, so from 1st April 2024 we will be charged for membership which will be based on the amount of income the charity receives. The charge is estimated at £3,250.

Argymhelliad / Recommendation

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

The Committee is asked to approve the estimated administration charge at a cost of £154k and to give approval for this to increase, should there be additional costs, to a revised maximum of £165k.

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):	Choose an item. Governance, Leadership & Accountability Choose an item. Choose an item.

Blaenoriaethau CTCI IMTP Priorities Link to IMTP	Choose an item. Choose an item.
Galluogwyr allweddol o fewn y CTCI Key Enablers within the IMTP	Choose an item. Finance
Amcanion cydraddoldeb strategol Strategic Equality Objectives Strategic Equality Objectives 2020-24	Choose an item. Choose an item. Choose an item. Improve the wellbeing and engagement of our staff

Gwybodaeth Ychwanegol: Further Information:

Ar sail tystiolaeth: Evidence Base:	
Rhestr Termau: Glossary of Terms:	
Partion / 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)

	Is EIA Required and included with this paper
Asesiad Effaith Cydraddoldeb Equality Impact Assessment (EIA) completed	No does not meet requirements 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 ABB.EDI@wales.nhs.uk
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.



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

DYDDIAD Y CYFARFOD: DATE OF MEETING:	09 November 2023
CYFARFOD O: MEETING OF:	Charitable Funds Committee
TEITL YR ADRODDIAD: TITLE OF REPORT:	Charitable Funds Committee Self-Assessment
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Director of Corporate Governance
SWYDDOG ADRODD: REPORTING OFFICER:	Head of Corporate Governance

**Pwrpas yr Adroddiad
Purpose of the Report**

Ar Gyfer Trafodaeth/For Discussion

**ADRODDIAD SCAA
SBAR REPORT**

Sefyllfa / Situation

The purpose of this report is to inform the Committee of the annual self-assessment process and to discuss the self-assessment template, which is appended to the report as Appendix 1.

Cefndir / Background

As part of the Health Board's statutory requirements, each Committee of the Board is required to conduct an annual self-evaluation of committee effectiveness. All Board Members are required to complete a self-assessment for each Committee on which they are a member, to determine its effectiveness and ability to carry out its responsibilities.

The outcome of the assessment will enable the Committee to identify areas of development and focus for the coming year, such as any training and development, as well as changes to processes and procedures.

Asesiad / Assessment

Traditionally, the self-assessment is completed at the end of every financial year to determine committee members' opinions on the effectiveness of the committee throughout the year; however, it has been agreed that the self-assessment process will be completed midway through the year, (October/November) on the basis, that this will inform the Committee Annual Report, Annual Accountability Report and Governance Statement. This will also inform the Board's overall evaluation of its effectiveness.

Following discussion, if the Committee considers the self-assessment template (appendix 1) is a useful tool, the template will be shared with members by the 15th November for a period of four weeks. Following this, the Corporate Governance Team will compile the responses into charts for the January Charitable Funds Committee's consideration and discussion.

As members will be aware, the Charitable Funds Committee has delegated responsibilities from the Board acting as Trustee for the Aneurin Bevan Health Charity. A such its purpose and function is different to that of other Committees of the Board. Annual Accounts and an Annual Report are prepared for the Aneurin Bevan University Health Board Charitable Fund and Other Related Charities. As a result, the Committee does not produce a separate Annual Report. However, it is still important to assess the committee processes – composition, establishment and ways of working in order to ensure that the committee is operating effectively. The Self Assessment template has therefore been developed to capture this information, not the detail of the issues discussed by the committee, which are included in the Annual Report.

Argymhelliad / Recommendation

The Committee is asked to:

- NOTE the report,
- CONSIDER the self-assessment template for completion in order to inform areas of development for the forthcoming year, and;
- AGREE to the Committee undertaking the self-assessment as per the timescales set out.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Cyfeirnod Cofrestr Risg Corfforaethol a Sgôr Cyfredol: Corporate Risk Register Reference and Score:	The self-assessment of committee effectiveness ensures risk is appropriately monitored and managed.
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 Link to IMTP	Not Applicable Choose an item.
Galluogwyr allweddol o fewn y CTCI Key Enablers within the IMTP	Governance
Amcanion cydraddoldeb strategol Strategic Equality Objectives Strategic Equality Objectives 2020-24	Not Applicable 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:	N/A
Partion / Pwyllgorau â ymgynhorwyd ymlaen llaw y Cyfarfod Bwrdd Iechyd Prifysgol: Parties / Committees consulted prior to University Health Board:	None

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Resource Assessment:	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:
• Workforce	Not Applicable
• Service Activity & Performance	Not Applicable
• Financial	Not Applicable
Asesiad Effaith Cydraddoldeb Equality Impact Assessment (EIA) completed	No does not meet requirements 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 ABB.EDI@wales.nhs.uk

**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/>

Collaboration - Acting in collaboration with any other person (or different parts of the body itself) that could help the body to meet its well-being objectives
Choose an item.

Charitable Funds Committee Self-Assessment Checklist

Introduction

The self-assessment tool is a way for our Charitable Funds Committee (CFC) to develop its effectiveness. The Board and its sub-Committees should aim to assess their effectiveness against these questions on an annual basis.

To gain an overall view of CFC effectiveness, it is important that the individual views of all members are considered as a whole, therefore, each area of the effectiveness tool allows space for comments. This provides an important opportunity to expand on any considerations relating to that section of the effectiveness tool and to highlight any concerns about the Committee's performance.

At the end of the self-assessment there is an opportunity for you to provide an overall score on the Committee's effectiveness using the scoring scale below.

Score	Measure	Description
1	Room for improvement	The CFC is falling short of requirements and should consider how it can work towards becoming more effective in this area
2	Meeting standards	The CFC is performing to the required standard in this area. There may be room for improvement, but the CFC can be seen to be discharging its responsibilities effectively.
3	Excelling	This is an area where the CFC is performing beyond the standard expectations and is a real area of strength when it comes to exercising its responsibilities.

The completed self-assessments will enable the Corporate Governance Team to: -

1. generate an overall view of CFC effectiveness; and
2. drill down and analyse specific areas of strength or improvement on a section, sub-section, and individual question level.

The results of which will be reported to the Committee in January 2024 and used to inform the Annual Accountability Report and Governance Statement.

Section 1 - Committee Processes: Composition, Establishment, and Ways of Working

Question		Response Yes / No	Comments	Suggested Improvement Actions
1	Does the Committee have written terms of reference and have they been approved by the Board?			
2	Are the terms of reference reviewed annually?			
3	The number of meetings held during the year is sufficient to allow the Committee to perform as effectively as possible?			
4	Has the Committee been quorate for each meeting this year?			
5	In terms of numbers, membership of the Committee is sufficient to discharge its responsibilities?			
6	Committee members understand the role of the Board as a Trustee and the responsibilities discharged to the committee?			
7	Members who have recently joined the CFC have been provided with induction training to help them understand their role and the organisation?			
8	Committee members understand their responsibilities regarding identifying, declaring, and resolving conflicts of interest?			
9	The Committee has an established a plan of matters to be dealt with across the year?			
10	Does the Committee consider issues at the right time and in the right level of detail?			

11	The Committee ensures that the relevant executive director attends meetings to enable it to understand the reports and information it receives?			
12	Are the Committee's papers distributed in sufficient time for members to give them due consideration?			
13	The quality of the Committee's papers received allows Committee members to perform their roles effectively?			
14	Committee meetings are chaired effectively?			
15	The Committee chair allows debate to flow freely and does not assert his/her own view too strongly?			
16	The Committee environment enables people to express their views, doubts, and opinions?			
17	Each agenda item is 'closed off' appropriately so that the Committee is clear on the conclusion; who is doing what, when and how and how it is being monitored?			
18	At the end of each meeting the Committee discuss the outcomes and reflect on decisions made and what worked well, not so well etc?			
19	Decisions and actions are implemented in line with the timescale agreed?			
20	Are the outcomes of each meeting and any issues of concern reported to the next Board meeting?			

21	Does the Committee prepare an annual report on its work and performance for the Board?			
22	The results of the annual self-assessment are used to inform and influence succession planning and improve effectiveness.			
23	The self-assessment is objective and rigorous enough for meaningful conclusions to be drawn?			

Overall Assessment		
Score	Measure	Description
1	Room for improvement	The CFC is falling short of requirements and should consider how it can work towards becoming more effective in this area
2	Meeting standards	The CFC is performing to the required standard in this area. There may be room for improvement, but the CFC can be seen to be discharging its responsibilities effectively.
3	Excelling	This is an area where the CFC is performing beyond the standard expectations and is a real area of strength when it comes to exercising its responsibilities.

Comments:

DYDDIAD Y CYFARFOD: DATE OF MEETING:	09 November 2023
CYFARFOD O: MEETING OF:	Charitable Funds Committee
TEITL YR ADRODDIAD: TITLE OF REPORT:	Legislative Changes
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Robert Holcombe, Director of Finance, Procurement and Value Based Healthcare
SWYDDOG ADRODD: REPORTING OFFICER:	Estelle Evans, Head of Financial Services & Accounting

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

Er Sicrwydd/For Assurance

**ADRODDIAD SCAA
SBAR REPORT**

As part of their governance role, the Charitable Funds Committee have asked to be notified of any legislative changes that may affect the charity.

The Charities Commission for England and Wales has published a refreshed version on investing charity money (CC14).

The full document can be viewed by clicking on the below link

[Investing charity money: guidance for trustees \(CC14\) - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/672222/Investing-charity-money-guidance-for-trustees-CC14.pdf)

This report gives an overview of these changes and what impact they may have on the Charity.

Cefndir / Background

The Charities Commission for England and Wales has published a refreshed version on investing charity money (CC14).



The main points are:

- Trustees need to be aware of this publication but the Law on charity investment and how to access professional expertise hasn't changed.
- The revised guidance reminds trustees that their principal duty is to further their charity's purpose and confirms that when it comes to investments this means different things to different organisations.
- CC14 confirms that boards will want to think not just about the financial risk return but how the investments assets are being used to advance the charity's purpose e.g., climate change, inequality, mental health.
- CC14 also recognises that trustees may exercise their own judgment on whether/how to invest and restrict investment if it contradicts their mission or puts the organisations reputation at risk.
- CC14 provides additional guidance on selecting investments and managing portfolios and taking/engaging professional advice ensuring that the investments align with the charities policies and objectives.

Asesiad / Assessment

Given that the law on charity investment and how to access professional expertise hasn't changed the above will not have any impact on the ABUHB Charitable funds but should be referred to when our investment policy is reviewed.

Argymhelliad / Recommendation

The Charitable Funds Committee is asked to note the above.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

<p>Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:</p>	
<p>Safon(au) Gofal ac Iechyd: Health and Care Standard(s):</p>	<p>Governance, Leadership and Accountability Choose an item. Choose an item. Choose an item.</p>
<p>Blaenoriaethau CTCI IMTP Priorities Link to IMTP</p>	<p>Choose an item.</p>



Galluogwyr allweddol o fewn y CTCI Key Enablers within the IMTP	Finance
Amcanion cydraddoldeb strategol Strategic Equality Objectives Strategic Equality Objectives 2020-24	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:	
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)	
	Is EIA Required and included with this paper No does not meet requirements
Asesiad Effaith Cydraddoldeb Equality Impact Assessment (EIA) completed	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 ABB.EDI@wales.nhs.uk
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.

