

**Minutes of the Meeting of Cwm Taf Morgannwg University Health Board
(CTMUHB) Annual Trustees Meeting held on Thursday 26 January 2023
as a Virtual Meeting Broadcast Live via Microsoft Teams**

Members Present:

Emrys Elias	Chair
Paul Mears	Chief Executive
Jayne Sadgrove	Vice Chair/Independent Member
Patsy Roseblade	Independent Member
Ian Wells	Independent Member
Nicola Milligan	Independent Member
James Hehir	Independent Member
Lynda Thomas	Independent Member
Dilys Jouvenat	Independent Member
Linda Prosser	Executive Director of Strategy & Transformation
Greg Dix	Executive Director of Nursing
Dom Hurford	Executive Medical Director
Lauren Edwards	Executive Director of Therapies & Health Sciences
Gethin Hughes	Chief Operating Officer
Sally May	Executive Director of Finance
Hywel Daniel	Executive Director for People

In Attendance:

Stuart Morris	Director of Digital
Cally Hamblyn	Assistant Director of Governance & Risk
Laura Sherratt	Blake Morgan (In part – External Presenter for item 3.1)
Owen James	Head of Corporate Finance
Mark Jones	Audit Wales (in part)
Matthew Butt	Chief of Staff
Emma Walters	Corporate Governance Manager (Secretariat)

**Agenda
Item**

1 PRELIMINARY MATTERS

1.1 Welcome & Introductions

The Chair **welcomed** everyone to the meeting, particularly those joining for the first time, those observing and colleagues joining for specific agenda items. The format of the proceedings in its virtual form were also **noted** by the Chair.

1.2 Apologies for Absence

Apologies for absence had been received from:

- Carolyn Donoghue, Independent Member
- Mel Jehu, Independent Member

- Geraint Hopkins, Independent Member
- Lisa Curtis-Jones, Associate Member

1.3 Declarations of Interest

No declarations of interest were raised at this point.

2 CONSENT AGENDA – FOR NOTING

2.1.1 Charitable Funds Committee Annual Self-Assessment

Resolution: The Report was **NOTED**.

3. EXTERNAL AWARENESS SESSION

3.1 Corporate Trustees Awareness Session

L Sherratt, Blake Morgan, shared a presentation with Members which provided awareness as to their role and responsibilities as a Trustee.

The Chair extended his thanks to L Sherratt for joining the session and providing the awareness update.

In response to a question raised by O James as whether there were any areas that needed to be strengthened following the review of the deeds, L Sherratt advised that she had not been able to review in its entirety but would be happy to undertake a more detailed review if required.

P Roseblade advised that she had always made it very clear through her role as Chair of the Charitable Funds Committee that Charitable Funds should only be used for those items that were of benefit to staff and patients and advised that she felt concerned when discussions were being held in relation to using charitable funds to further NHS services. P Roseblade added that the Health Board were in the process of recruiting a Charity Manager whose role it would be to raise the profile of charitable funds within the organisation. O James provided assurance that the Health Board also utilised an external company to manage investments for the Health Board, with the Investment Manager regularly attending the Charitable Funds Committee to provide an update on investment performance.

L Thomas made reference to the point made by P Roseblade in relation to the appropriate use of the Charitable Funds and advised that she had undertaken a quick review of how larger NHS Charitable Organisations had allocated their funds which was varied. L Thomas questioned whether this was something that could be considered by the Health Board moving forwards to ensure quicker distribution of funds.

O James advised that a review of funds and the way they are utilised would be helpful. Members noted that there were 157 funds within the charity, all with multiple fund holders which presents challenges in achieving a strategic

approach. Members noted that this could be an area of activity built into the workplan of the new Charity Manager once in post.

P Mears welcomed the discussion being held and the steps being taken to recruit a Charity Manager. P Mears advised that at present the Health Board did not fundraise as a charity and added that it would also be helpful if the Health Board had a Fundraising Manager in post to assist with this. It was noted that further work needed to be undertaken in relation to raising staff awareness of how they could apply for charitable funds and P Mears added that maybe it would be helpful if awareness could be raised through the Leadership and Staff Q&A Sessions.

P Roseblade advised Members that in relation to the proposed new charity positions, the Charitable Funds Committee recognised that the roles would become self-funding through a process of fundraising over a three year period, and added that whilst the responsibility for the post would sit with the Health Board, the funding of the post would be through Charitable Funds.

L Thomas welcomed the suggested approach in relation to the charity posts and advised that she would be happy to help with the development of the job descriptions. O James advised that Job Descriptions were already in place following assistance received from NHS Charities Together.

In response to a question raised by J Hehir as to when the changes in law were due to take effect, L Sherratt advised that this was being implemented in stages and added that she would be happy to share the implementation timetable with members if required.

The Chair extended his thanks to L Sherratt for the presentation and for the positive comments that had been made and expressed the need to ensure the Health Board had the right controls and expectations in place for the new Charity Manager.

Resolution: The presentation was **NOTED**.

4 ANNUAL REPORT AND ANNUAL ACCOUNTS

4.1 Charitable Funds Annual Report and Annual Accounts

S May presented the report and advised that the Annual Report and Accounts needed to be submitted to the Charity Commission by 31 January 2023 once approved.

M Jones advised that following the review undertaken, Audit Wales were proposing an unqualified audit opinion which would mean that the Auditor General would be able to certify the accounts by 11am tomorrow if approved by Trustee members today. Members noted that there were no significant matters arising and no uncorrected misstatements. Three recommendations had been made which had been accepted by management. M Jones extended

his thanks to all the officers for the support they had provided during this process.

The Chair extended his thanks to S May and M Jones for presenting the report.

Resolution: The Charitable Funds Annual Report and Annual Accounts were **APPROVED**

5 ANY OTHER BUSINESS

There were no other areas of business identified.

6 How did we do in this meeting?

The Chair advised that he would welcome feedback from Board Members as to how they felt the meeting went today outside the meeting.

7 DATE AND TIME OF THE NEXT MEETING

The next meeting of the Charitable Funds Committee would take place on Wednesday 26 April 2023 at 9am.

10 CLOSE OF MEETING