

**CWM TAF MORGANNWG UNIVERSITY HEALTH BOARD**

**'UNCONFIRMED' MINUTES OF THE MEETING OF THE  
CHARITABLE FUNDS COMMITTEE HELD ON 25 JULY 2022, AS  
A VIRTUAL MEETING WHICH WAS HELD VIA MICROSOFT  
TEAMS**

**PRESENT**

Patsy Roseblade - Independent Member (Committee Chair)  
Dilys Jouvenat - Independent Member  
James Hehir - Independent Member

**IN ATTENDANCE**

Emrys Elias - Health Board Chair  
Sally May - Director of Finance  
Georgina Galletly - Director of Corporate Governance/Board Secretary  
Owen James - Head of Corporate Finance  
Emma Walters - Corporate Governance Manager (Committee Secretariat)

**PART 1. PRELIMINARY MATTERS**

**1.1.0 WELCOME AND INTRODUCTIONS**

The Chair **welcomed** everyone to the meeting

**1.2.0 APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Paul Mears, Chief Executive and Nicola Milligan, Independent Member.

**1.3.0 DECLARATIONS OF INTERESTS**

There were no interests declared.

**2 - PART 2 – MAIN AGENDA**

**2.1 UNCONFIRMED MINUTES OF THE MEETING HELD ON 7 APRIL**

Resolution: The Minutes were **APPROVED**.

**2.2 UNCONFIRMED MINUTES OF THE IN COMMITTEE MEETING HELD ON 7 APRIL 2022**

Resolution: The Minutes were **APPROVED**.

**2.3 ACTION LOG**

The Committee **RECEIVED** and **NOTED** the Action Log.

**2.4 MATTERS ARISING NOT CONTAINED WITHIN THE ACTION LOG**

There were none.

**2.5 CHARITABLE FUNDS COMMITTEE ANNUAL CYCLE OF BUSINESS 2022-23**

G Galletly presented the report.

Resolution: The Annual Cycle of Business was **NOTED**.

**3.2 SUSTAINING OUR FUTURE**

**3.1 CTM CHARITY – FUTURE MANAGEMENT**

S. May and O. James presented the report which had also been received and discussed at the Executive Leadership Group.

In response to a question raised by D Jouvenat, O James advised that whilst the posts had not yet been submitted for Job Evaluation it was felt that the grading of the posts was appropriate in comparison to what was in place within other organisations. G Galletly advised that the posts would need to be processed via the job evaluation process once agreement had been given to proceed with the posts identified.

J Hehir advised that he was supportive of the principle and added that any funds raised would need to be targeted and streamlined in a way that would be beneficial to the Health Board as a whole. G Galletly agreed that a robust process for the management and bidding for funds needed to be in place and advised that the Head of Charity would be responsible for developing the strategy in relation to this. S May added that at present the Team did not have the capacity to reach out to organisations to seek funding opportunities and advised that this post would provide a route to secure funding for the Health Board's population.

In response to a question raised by the Committee Chair as to whether the banding for the Head of Charity was consistent with other Health Board's, O James advised that following networking and benchmarking, it was evident that there were variations in banding and added that this banding was largely consistent with the posts already in place within other areas. Members noted the post

## Agenda Item 2.1

would need to be of senior level to shape the strategy and influence people within the organisation.

In response to a query raised by the Committee Chair in relation to approval of the posts, G Galletly confirmed that the Committee did not have the authority to approve the posts but would be able to agree to fund the posts.

The Committee Chair advised that the Committee would expect the post to become self-funding over a period of time which needed to be made clearer within the report. D Jouvenat added that once the Committee had agreed to fund the posts, then a periodic review would need to be undertaken by the Committee to ensure the post was working towards becoming self-funding. The Committee Chair suggested that an annual review was undertaken to ensure value for money was being provided.

In response to a query raised by E Elias, Health Board Chair, G Galletly confirmed that if the Health Board did not have the funds available to fund the post moving forwards, the Executive Leadership Team had accepted that if there was not enough funding then liability would sit with the Health Board to manage this moving forwards.

S May advised that there were opportunities that could be explored with NHS Charities together which the Team do not have the time to explore further at the present time.

Resolution: The Committee **NOTED** the report and **APPROVED** funding of the two posts identified within the report. The Committee recognised that whilst the posts were funded by the Charity, employment risks sat with the Health Board.

### 3.2 GENERAL CHARITABLE FUNDS UPDATE

O. James presented the report. O James suggested that the Committee may find it helpful to have a further presentation from CCLA at the next meeting in relation to investments given the current economic climate.

The Committee Chair advised that she was pleased to see the level of spending that had been undertaken.

Resolution: The Committee **NOTED** the report and **APPROVED** that there would be no further distribution of excess reserves at this stage, noting the drop in capital value since last reported.

**3.3 COVID-19 CHARITABLE FUNDS UPDATE**

O James presented the report.

The Committee Chair welcomed the update and advised that she was pleased to see that Stage 2 and Stage 3 funding applications had been ring-fenced and sought clarity as to whether there were any areas of concern in relation to the questions raised regarding these applications. O James confirmed that no concerns had been identified.

Resolution: The report was **NOTED**

**PART 4. ANY OTHER BUSINESS**

G Galletly advised that one of her colleagues within the Welsh Ambulance Services NHS Trust had suggested that it may be helpful if an All Wales Training Package could be developed on Charities. G Galletly agreed to take this forward following Members agreement that this would be helpful. In response to a question raised by E Elias, G Galletly confirmed that the Health Board was registered as a Charity with the Charities Commission and added that all Board Members had been made aware of their roles in relation to the Charity. Members were encouraged to view the Charity Commission's website which provided a breadth of information in relation Charities.

O James provided members with an update against an action contained within the action log regarding the operation of education and training funds. O James advised that he had discussed with the Learning & Development Team where it was noted that a Study Leave Policy was in place within the Health Board and it was the responsibility of managers to be responsible for employees learning and development and the funding of it. Members noted that an Apprenticeship Programme was also in place within the Health Board which was managed by the Learning & Development Team as well as a Student Awards Service. Members noted that O James was in discussion with the Learning & Development Organisational Manager in relation to the plans to put in place a new Charity Funds Manager.

**PART 5. DATE AND TIME OF NEXT MEETING:**

The next meeting will be held on Thursday 10 November 2022 at 3:00pm

**PART 6. CLOSE OF MEETING**

The Committee Chair extended her thanks to all who attended the meeting today.