

CHARITABLE FUNDS COMMITTEE

OUTCOME REPORT: CHARITABLE FUNDS COMMITTEE EFFECTIVENESS SURVEY

DATE OF MEETING	26/01/2023
PUBLIC OR PRIVATE REPORT	PUBLIC
IF PRIVATE PLEASE INDICATE REASON	Not Applicable - Public Report
PREPARED BY	Emma Walters, Corporate Governance Manager & Cally Hamblyn, Assistant Director of Governance & Risk
PRESENTED BY	Cally Hamblyn, Assistant Director of Governance & Risk
EXECUTIVE SPONSOR APPROVED	Chief Executive
REPORT PURPOSE	FOR NOTING
ACRONYMS	
N/A	

1. PURPOSE

- 1.1 The Chair of the Charitable Funds Committee is required to present an annual report outlining Charitable Funds business through the financial year to the Health Board to provide an assurance on the monitoring and scrutiny undertaken of Cwm Taf Morgannwg University Health Board (CTMUHB) performance in relation to Charitable Funds. As part of this process the Committee are required to undertake an annual self-assessment questionnaire, which was completed during December 2022/January 2023.

1.2 The purpose of this report is to share with the Committee an update on the actions identified as an outcome from the self-assessment questionnaire.

1.3 At total of 5 out of 10 responses were received giving a 50% response rate.

2. SUMMARY REPORT

<p>Positive Assurance</p>	<p>Committee Effectiveness:</p> <p>It was clear that the majority of Members/Attendees were aware that:</p> <ul style="list-style-type: none"> • There were approved Terms of Reference in place defining the role of the Committee that were reviewed annually. • A Committee Highlight Report is produced following each meeting that is submitted to the next Health Board meeting. This is the mechanism that the Committee Chair uses to provide information on activity, areas or assurance and/or areas of escalation. • An Annual Committee Report is also received by the Board. All Board and Board Committee Agenda and Papers are shared on the website and are available to the public and organisation as a whole; • There was now an Annual Cycle of Business in place which was being presented to each meeting. <p>Committee Business</p> <ul style="list-style-type: none"> • Committee members felt that they had been provided with sufficient authority and resources to perform its role effectively. • Committee members felt that the Committee met sufficiently frequently to deal with planned matters and that enough time was allowed for questions and discussions. • Committee Members felt that the atmosphere at meetings was conducive to open and productive debate. • Committee Members felt that the behavior of all members and attendees was courteous and professional. • Committee Members felt that meetings were being scheduled prior to important decisions being made. • Committee Members felt that where private meetings had been held, they had been used appropriately for items not for discussion in the public domain. • Committee Members agreed that each item had been closed off appropriately with clear conclusions.
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	<ul style="list-style-type: none">• Committee Members agreed that the experience of holding remote/virtual meetings had been positive, and had made the best use of Committee Members time and had assisted the Committee Chair in managing the flow of business.• Committee Members felt satisfied that the boundaries between Committees were clearly defined with adequate cross referral if required.• Committee Members felt that Committee meetings were chaired effectively with clarity of purpose and outcome. Members also felt that the Committee Chair provided clear and concise information to the Board on the activities of the Committee.• The majority of Committee Members felt that the Committee was adequately supported by Executive Directors in terms of attendance, quality and length of papers and response to challenges and questions.• Committee Members felt adequately supported by the Committee Secretariat.
Areas Requiring Further Assurance	<p>1. Committee Business</p> <ul style="list-style-type: none">• Welsh Language at meetings – Whilst some members supported greater use of welsh language, some members personally felt that the use of welsh language was not required. It was suggested that welsh language should be used if there were welsh speakers serving on the Committee, with simultaneous translation used for those who were not bilingual. It was also suggested that welsh language should be used if there was a requirement to support equity/access.• Some Committee Members felt that they needed additional training to undertake their role as Member/Attendee of the Committee
Areas Requiring Further Action	<ul style="list-style-type: none">• Welsh Language – the use of Welsh Language for Board and Committee Business is currently being explored by the Assistant Director of Governance & Risk and the Welsh Language Services Manager.• Training Additional training to be provided to members to support them in their role on the Committee.
Action Plan	<ul style="list-style-type: none">• Outputs from the activity Board and Committee Welsh Language activity being explored with the Welsh Language Services Manager will be considered in respect of all Board Committees as and when appropriate.• A training and awareness event capturing the role of the Trustee and the remit of the Committee in discharging its Charity responsibilities has been scheduled for the Annual Trustees Meeting on the 26th January 2023.



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Appendices

Independent Member Scrutiny Toolkit available upon request.

3. Recommendation

- 3.1 The Committee are asked to **NOTE** this report and the updates to the areas identified for improvement.