

Charitable Funds

Thu 07 December 2023, 10:00 - 12:00

Via Microsoft Teams

Agenda

10:00 - 10:00 **1. PRELIMINARY MATTERS**

0 min

📄 CF Committee Agenda 071223.pdf (2 pages)

1.1. Welcome and apologies

1.2. Declarations of interest

1.3. Minutes from the previous meeting held on 18 September 2023 for approval

📄 CF_Item_1.3_Charitable Funds Unconfirmed Minutes_18September23.pdf (13 pages)

1.4. Charitable Funds Action Log

📄 CF_Item_1.4_Action log.pdf (2 pages)

10:00 - 10:00 **2. ITEMS FOR APPROVAL/RATIFICATION/DECISION**

0 min

2.1. Powys general purposes and local funds bids

- 📄 CF_Item_2.1_Bids for Approval.pdf (6 pages)
- 📄 CF_Item_2.1a_Charitable Funds RIC Hub - OKKO Health.pdf (19 pages)
- 📄 CF_Item_2.1b_OKKO Health DGB Business Case.pdf (10 pages)
- 📄 CF_Item_2.1c_Epynt ward seating CF application.pdf (8 pages)
- 📄 CF_Item_2.1d_Volunteer programme.pdf (8 pages)

2.2. Expenditure approved under delegated authority since the last meeting

📄 CF_Item_2.2_Ratification of expenditure approved by those with relevant delegations Sep 23 to Oct 23.pdf (4 pages)

2.3. Update Charity policies and documents

- 📄 CF_Item_2.3_Charitable Funds Policies for review.pdf (4 pages)
- 📄 CF_Item_2.3a_Charitable Funds Committee_ToR_Nov 23.pdf (11 pages)
- 📄 CF_Item_2.3b_Charitable Funds Policy FCP 007.pdf (16 pages)
- 📄 CF_Item_2.3c_Donations and Gifts Guidance Dec 2023.pdf (15 pages)

2.4. January - March 2024 Charity annual workplan

- 📄 CF_Item_2.4_Charity Workplan 2024 Jan-Mar.pdf (3 pages)
- 📄 CF_Item_2.4a_Workplan 2024 Jan - Mar.pdf (2 pages)

2.5. NHS Charities Together membership for 2024/25

- 📄 CF_Item_2.5_NHS Charities Together Membership 2024 25.pdf (5 pages)
- 📄 CF_Item_2.5a_NHS Charities Together Member Offer and Fees for 2024.pdf (13 pages)



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01/12/2023 16:02:13

10:00 - 10:00





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3. ITEMS FOR DISCUSSION


3.1. Draft annual accounts and report 2022/23

-  CF_Item_3.1_Draft Annual Accounts & Report.pdf (3 pages)
-  CF_Item_3.1a_Powys Health Charity Annual Accounts 2023 Draft 1.4.pdf (52 pages)

3.2. Charity activity (communications and engagement report)

-  CF_Item_3.2_Charity Activity Report.pdf (3 pages)
-  CF_Item_3.2a_Activity report.pdf (3 pages)
-  CF_Item_3.2b_Communications report September - November 2023.pdf (2 pages)
-  CF_Item_3.2c_Workplan Tracker Nov 2023.pdf (6 pages)

3.3. Charitable funds financial summary

-  CF_Item_3.3_Financial Summary Report as at 311023.pdf (11 pages)

3.4. Charity strategic priorities review (for discussion)

10:00 - 10:00

0 min

4. ITEMS FOR INFORMATION / ASSURANCE

4.1. Investment manager report

-  CF_Item_4.1_Brewin Dolphin Investment Report as at 30th September 2023.pdf (26 pages)

4.2. Project evaluations

-  CF_Item_4.2_Evaluations report.pdf (6 pages)

10:00 - 10:00

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5. OTHER MATTERS

5.1. Any other urgent business

5.2. Date of next meeting:

4th March 2024, 3:15pm via Microsoft teams

Jones, Shania
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**POWYS TEACHING HEALTH BOARD
CHARITABLE FUNDS COMMITTEE
THURSDAY 07 DECEMBER 2023
10.00AM - 12.00PM
VIRTUAL MEETING**



**GIG
CYMRU
NHS
WALES**

Bwrdd Iechyd
Addysgu Powys
Powys Teaching
Health Board

AGENDA

Item	Title	Timing	Presenter
1	PRELIMINARY MATTERS -		
1.1	Welcome and apologies	N/A	Chair
1.2	Declarations of interest	N/A	All
1.3	Minutes from the previous meeting held on 18 th September 2023		Chair
1.4	Action log from previous meetings		Chair / Charity Manager
2	ITEMS FOR APPROVAL/RATIFICATION/DECISION -		
2.1	Powys general purposes and local funds bids for approval <ul style="list-style-type: none"> - RIC Hub Innovation Fund / project request - Volunteer programme - Epynt ward seating for stroke/neuro patients 		Charity Manager
2.2	Expenditure approved under delegated authority since the last meeting (for ratification)		Head of Financial Services
2.3	Updated Charity Policies and Documents (for Approval) <ul style="list-style-type: none"> - Terms of Reference - Charitable Funds Policy (Financial Control Procedures 007) - Donation and Gift Guidance for Staff 		Charity Manager
2.4	January – March 2024 Charity Workplan (for approval)		Charity Manager

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2.5	NHS Charities Together membership for 2024/25 (for approval)		Charity Manager
3	ITEMS FOR DISCUSSION –		
3.1	Draft Annual Accounts & Report 2022/23		Head of Financial Services
3.2	Charity activity (communications and engagement report)		Charity Manager
3.3	Charitable funds financial summary report		Head of Financial Services
3.4	Charity strategic priorities review		Charity Manager
4	ITEMS FOR INFORMATION/ASSURANCE –		
4.1	Investment manager report (for assurance)		Head of Financial Services / Charity Manager
4.2	Project evaluations (for information)		Charity Manager
5	OTHER MATTERS –		
5.1	Any other urgent business	Oral	Chair
5.2	Date of the next meeting: - 4 th March 2024, 3.15pm		

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UNCONFIRMED

**MINUTES OF THE CHARITABLE FUNDS COMMITTEE MEETING
HELD ON WEDNESDAY 18 SEPTEMBER 2023
VIA MICROSOFT TEAMS**

Present:

Carl Cooper	Chair (Committee Chair)
Rhobert Lewis	Independent Member (Committee Vice Chair)
Pete Hopgood	Interim Deputy Chief Executive Officer, Director of Finance and IT
Cathie Poynton	Independent Member

In Attendance:

Abe Sampson	Charity Manager
Helen Bushell	Director of Corporate Governance and Board Secretary
Sarah Pritchard	Head of Financial Services
Shania Jones	Charity Administrative Support Officer

Apologies

Claire Madsen	Director of Therapies and Health Science
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CF/23/16	WELCOME & APOLOGIES FOR ABSENCE The Chair welcomed members to the meeting. Apologies for absence were noted as recorded above.
CF/23/17	DECLARATIONS OF INTEREST The Chair INVITED any declarations of interest in relation to items on the agenda. Item 2.1a – It was noted for transparency that the Chair was previously the Chief Executive for PAVO. However, the Chair left this post over 12 months ago with no ongoing fiduciary relationship between the two parties, therefore, there was no concern of a conflict of interest.
CF/23/18	MINUTES OF PREVIOUS MEETING HELD ON 05 JUNE 2023

	The minutes of the previous meeting held on 05 JUNE 2023 were RECEIVED and AGREED as being a true and accurate record.
CF/23/19	<p>ACTION LOG</p> <p>The Committee received the action log, and the following updates were provided:</p> <ul style="list-style-type: none"> • CF/22/65 – This action was marked as completed. • CF/23/05 – This action is on track. Assurance was given to Committee that all digital screens will be up and operational however, some screens in North Powys are waiting on a software update. It was advised that the action remain open until the next Committee to confirm when this process was completed.
ITEMS FOR APPROVAL, RATIFICATION OR DECISION	
CF/23/20	<p>BIDS FOR APPROVAL</p> <p>The Charity Manager presented the Charitable Funds bids to the Committee for approval.</p> <ul style="list-style-type: none"> • PAVO small health grants scheme (£82,500 in total over a period of three years) <p>The proposal asked for an allocation of £25,000 per year which would be distributed in small grants to community groups and third sector organisations for a period of three years (beginning in 2024). In addition to this, an additional administration fee of £2,500 per year (10%) would be required for PAVO to administer and evaluate the programme.</p> <p>The scheme will aim to provide funding to enable voluntary sector groups, community groups and communities of interest to buy equipment and/or to set up/extend or sustain small scale innovative activities that address the specific objectives of the scheme in relation to health and wellbeing (cost of living, transport to wellbeing, wellbeing at home, loneliness and isolation).</p> <p>Following a review from the Executive Committee and the evaluation report, further recommendations have</p>

	<p>been made to this new scheme to remedy issues identified during the first iteration of the scheme, which include:</p> <ul style="list-style-type: none"> • Allow and encourage applicants to apply for funding across multiple years for their projects (up to 3 years of funding). • Establish a monitoring and evaluation process that tracks all project participants across the three years of the programme. Setting participant expectations for a longer evaluation period at the project outset. • The addition of one of the Charity Team as a member of the grants panel. • An even allocation of funding for South, Mid, and North Powys (circa £8,000 per year) in the grant distribution each year. <p><i>Has this been reviewed by the Executive Director of Public Health?</i></p> <p>The Charity Manager confirmed that this proposal was reviewed and supported by the Executive Committee and the Executive Director of Public Health is aware of this proposal. The DPH had noted that groups should have the opportunity to apply for a wide range of schemes and the objectives for the new scheme should not be too restrictive.</p> <p><i>How much funding did Charitable Funds provide in the first iteration of the scheme?</i></p> <p>The Charity Manager explained that the first iteration was set over a longer period due to COVID-19, the total funding given was between £70,000 - £75,000. This also included a 10% administrative fee.</p> <p><i>Is it standard practice to include the administrative fee?</i></p> <p>The Charity Manager informed the committee that it is good practice in the third sector to have an administration fee included for similar programmes. This is to help ensure schemes can provide a thorough evaluation and fairly factors in the time spent to administer and deliver the scheme.</p>
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	<p>It was noted by the Chair that Welsh Government's advisement for administration fees is for them to be set between 6-10%.</p> <p><i>Are the recommendations required to be completed if the application is approved?</i></p> <p>The Charity Manager confirmed that if this application is approved then the project lead will be required to implement these recommendations into the scheme.</p> <p>The Committee APPROVED the proposal.</p> <ul style="list-style-type: none"> • PTHB audiology vestibular assessment equipment (£29,532). <p>The PTHB Audiology request for funding aims to purchase equipment to enable the service to carry out vestibular assessments and improve the patient experience in South Powys. Vestibular assessment is currently outsourced to neighbouring Health Boards in the South of Powys. The PTHB Audiology service is looking to implement their own audiology-led vestibular pathway to improve the current service, but also to repatriate patients to PTHB. This will create equity across Powys, improve (reduce) the patient pathway and provide care closer to home and introduce cost-savings for the Health Board.</p> <p>This proposal builds on a previous request to expand the service which was made to the Health Board's Investment Benefit Group. The Executive Committee was keen to clarify whether the service felt the additional work would be sustainable and this was confirmed by the Head of Audiology.</p> <p><i>There is a question of whether Charitable Funds should be funding a new pathway?</i></p> <p>The Executive Director of Finance and IT assured the Committee that this project request would provide support which could enhance the current service offer for patients, not deliver or replace essential service. This</p>
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	<p>application is for equipment which the Health Board is unable to provide due to restrictive capital budgets. If Charitable Funds is unable to support this application the provision will not go ahead through the PTHB Audiology service.</p> <p><i>If the Health Board does not have significant capital for services, does this give Charitable Funds a significant condition to provide the funding? This consideration can be applied to all services across the board. Could reassurance be given that this will not set a precedent if supported?</i></p> <p>The Executive Director of Finance and IT agreed with the above statement and reassured committee that funds are required to meet the funding criteria. It was noted that Charitable Funds are not here to replace the Health Board's capital. Charitable Funds are to support and enhance services in Powys, and in this instance, there is an opportunity to enhance the Audiology service and deliver treatment closer to home, more efficiently and more conveniently that could otherwise be achieved. Thus, it is a valid application but the Committee will ultimately decide if it feels it is one which is appropriate to support.</p> <p><i>Could clarification be given around the reporting, as within the document it states, 'It is unable to quantify the degree to which the Health Board will benefit from not making referrals due not being able to get all the information.' However, further within the document it states, 'The additional staff will be funded by the gains of not making those referrals.' These two statements seem to conflict one another, if there is a business plan involved could the Charity team provide some reassurance around this.</i></p> <p>The Charity Manager noted that within the report, it was difficult to anticipate the benefit in regard to the numbers but that the impact would be measurable and tracked if supported by the Committee through evaluation by the Audiology service based on the number of assessments undertaken over a given period.</p>
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Are the Estates team aware of this project? Have all the logistics been considered? For example, storage?

The Charity Manager confirmed that the project team have been through the necessary capital control procedures. The equipment which will be purchased is portable and it is anticipated that this will travel around Powys, potentially being based in Brecon hospital.

ACTION: The Committee requested that the Audiology service return to present a progress report and patient story back to the Committee after 12 months of implementation.

The Committee DISCUSSED and APPROVED the proposal.

• **WOD wellbeing hub resources (£26,000)**

This proposal is aiming to re-introduce the refreshment provision for staff that existed during the Covid-19 pandemic (funded via the Charity and funding received from NHS Charities Together). It is proposed that this support is delivered in three areas:

1. Providing refreshments (tea, coffee, water and biscuits) to all of the wellbeing hubs (see below).
2. Providing tea and coffee making facilities during face-to-face training.
3. Manage a small pot of funding accessible by Assistant and Deputy Directors, and Heads of Profession, to help buy refreshments when running team away days.

Staff in nine hospital sites who will access the wellbeing hubs will benefit, as well as at 24 smaller outreach centres across Powys. Part of the request also includes as training/development budget which can be utilised by staff wishing to hold training/development days. (£10,000).

The request is a two-year request (£13,000 per year for both elements).

It was noted that during the pandemic and after, Unison also supported the wellbeing hubs with resources.

The Committee APPROVED the proposal.

- **Llanidloes dementia garden (£9,800)**

This project has been supported by the local fund manager but is applying to the Powys General Purposes Fund as the Llanidloes General Purposes Fund balance is low. The staff at Llanidloes Hospital have raised £2,000 for the project, therefore, this application is requesting this funding alongside an additional £7,800 of funding from the Powys wide fund.

There are currently plans for a spiritual garden at Llanidloes Hospital. Is there an opportunity to work together to reduce overall costs?

The Head of Financial Services further explained that work was underway to support some of the garden space at Llanidloes through secured lottery funding.

The Charity Manager confirmed that the project leads are co-ordinating together to ensure efficiency across these projects.

ACTION: The Charity Manager will contact the project leads to provide assurance that all garden projects are working together to ensure a coordinated approach which secures the best possible outcome and most efficient use of resources across all the planned Llanidloes garden projects. A report will be brought back to the Committee once the garden projects are completed.

The Committee APPROVED the proposal.

- **Chat to Change request (£6,000).**

	<p>This proposal was a request for funding for equipment and items to support the Chat to Change programme for staff wellbeing. This includes:</p> <ul style="list-style-type: none"> • C2C Values Lanyards • Activity Development games (digital software) • Supporting engagement roadshows <p>The Charity has previously supported similar requests for the Chat to Change service, but not for some time (over three years).</p> <p><i>How much is this proposal for?</i></p> <p>The Charity Manager confirmed that the proposal is for just under £6,000.</p> <p>The Committee APPROVED the proposal.</p> <ul style="list-style-type: none"> • Felindre ward pottery sessions (£7,000) <p>This request is applying to the AMI Legacy Fund, which is designated for the use of mental health services in Bronllys and Llandrindod. The proposal is requesting the continuation of creative therapy sessions (pottery) delivered twice per week at Felindre Ward on Bronllys along with a small budget for consumables. The proposal has received support from the relevant Fund Manager but as it is above the delegated approval level of £5,000 it requires approval from the Committee.</p> <p><i>Could the charity encourage more projects that focus on arts/arts therapy?</i></p> <p>The Charity Manager highlighted previous applications e.g., Horizon project which focused on arts therapy to improve patients' wellbeing. It is within the Charity's aim to work on a structured approach to encouraging funding within this area.</p> <p><i>This needs to be extended to other services not just Mental Health.</i></p> <p>The Charity Manager agreed and highlighted that the Charity is currently partnering with the Welsh National Opera on a project to help individuals suffering with long COVID. That project has proven to be successful and is</p>
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	<p>now looking to expand into other service areas and patient groups.</p> <p>ACTION: The Charity Team will work to create a new funding application programme specifically to encourage new creative arts, entertainment, and therapy activities for patients across Powys and all service areas.</p> <p>The Committee APPROVED the proposal.</p> <p>The Committee DISCUSSED and APPROVED the Bids for Approval.</p>
CF/23/21	<p>EXPENDITURE APPROVED UNDER DELEGATED AUTHORITY SINCE THE LAST MEETING (FOR RATIFICATION)</p> <p>The Head of Financial Services presented a summary of the projects approved under delegated authority during the period of May 2023 – August 2023. A number of requests from various local funds with a combined value of £20,733.</p> <p>Local fund managers can approve individual requests of up to £5,000.</p> <p>The Committee DISCUSSED and RATIFIED the expenditure.</p>
CF/23/22	<p>RESERVES POLICY (FOR APPROVAL)</p> <p>The Head of Financial Services presented the updated reserves policy to the Committee as part of a review process undertaken every two years. The financial figures used to determine the target level are assessed using a three-year rolling average. The currently proposed reserves level is £850k.</p> <p>The calculation of the target level of reserves is as follows:</p> <ul style="list-style-type: none"> • The reserves should include one year's administration costs (support costs, fundraising costs, and investment management costs). • the reserves should include 20% of the three-year rolling average value of the investments. • 25% of the grant funded activity expenditure should be included in reserves.

	The Committee DISCUSSED and APPROVED the updated Reserves Policy.
ITEMS FOR DISCUSSION	
CF/23/23	<p>CHARITY ACTIVITY REPORT</p> <p>The Charity Manager presented that charity activity report for the period between May – August 2023.</p> <p>Key items highlighted were:</p> <ul style="list-style-type: none"> • The NHS 75 grant scheme – this scheme was positively received with over 43 applications being successful. The Charity team hope to build on the learning and use the framework for future schemes. It was noted that the Charity team was grateful to the support of the Finance team during this period. • League of Friends afternoon tea – this was positively received by League of Friends members and the team are looking to host additional, similar events in the future to continue to build on that connection. • Workplan tracker – The format has been updated and there are some items in the red (at risk) category to note, for example, social media impressions and followers. The return of a bursary scheme proposal during the current year was also highlighted as at risk. • Communications report – this report covered the Charity’s communications between May – August 2023. <p><i>It is important that the Charity and Committee continue to build the relationship with the League of Friends. Is there a way we can monitor and not lose focus on building this relationship?</i></p> <p><i>Can we bring the League of Friends together with oversight/liaison with an independent member?</i></p> <p>The Charity Manager agreed and will ensure that this priority will be built into the Charity workplan for the upcoming year.</p> <p><i>There is a lot of focus on the Nurse bursary scheme, could the Committee consider other potential areas for bursaries?</i></p> <p>The Charity Manager explained that yes, it was the intention with the nurse bursary scheme to extend consideration to other services, using the nurse bursaries</p>

	<p>scheme as a template and taking the learning provided to ensure that other bursaries are successful. It is the intention to replicate this within other services.</p> <p><i>Where will committee receive assurance on this?</i></p> <p>The Charity Manager explained that the evaluation report expected within the next quarter will reflect this and will be presented at the next Committee meeting. The Charity team can also implement this into their reporting to provide further assurance.</p> <p>ACTION: The Charity Manager and Director of Corporate Governance will discuss an appropriate plan to establish further connections between the League of Friends and the Health Board and an appropriate reporting mechanism.</p> <p>The Committee DISCUSSED and NOTED the Charity activity report.</p>
CF/23/24	<p>CHARITABLE FUNDS FINANCIAL SUMMARY REPORT</p> <p>The Head of Financial Services presented the financial summary report. The key messages included:</p> <ul style="list-style-type: none"> • GENERAL FUNDS: From an amount of £2,803,914 held within General Purposes or designated funds at the 1 April 2023, income of £121,256 has been received and £226,825 of expenditure has been paid. This equates to 8% of funds held at 1 April 2023 have actually been spent. • LEGACY FUNDS: From an amount of £1,644,991 of funds held within legacies at the 1 April 2023, £0 income has been received and £22,246 of expenditure has been paid. This equates to 1.35% of funds held at 1 April 2023 have actually been spent. • BANK BALANCE - The Balance held within the bank account at 31 March 2023 is just over £0.797M. Discussions with the investment manager (Brewin Dolphin) as to whether a short-term investment option was available has been undertaken but they advised that they could not guarantee any short-term investments would repay the amount invested over the shorter term. They advised the Charity to retain this within the bank over the short term. There are

	<p>some larger items of expenditure expected in the coming months which should reduce the balance closer to the target cash balance of £0.5M.</p> <p><i>Within this period Charitable Funds expenditure was greater than the income. Is this a concern?</i></p> <p>The Head of Financial Services provided assurance that this is not a concern for the Committee at the present time, given the level of the Charity's reserves.</p> <p>The Committee DISCUSSED and NOTED the report.</p>
ITEMS FOR INFORMATION	
CF/23/25	<p>INVESTMENT MANAGER REPORT</p> <p>The investment manager report was DISCUSSED and NOTED by the Committee.</p>
CF/23/26	<p>PROJECT EVALUATION UPDATES</p> <p>The project evaluation update was taken as read.</p> <p>The Committee RECEIVED and NOTED the project evaluation updates.</p>
OTHER MATTERS	
CF/23/27	<p>ANY OTHER URGENT BUSINESS</p> <p>The following business was brought to the attention of the Committee by the Chair and Charity Manager. A recent enquiry had been made for financial support to an individual who has been nominated for a national staff award. The award ceremony would take place in London and the individual would struggle to afford the cost of attending the award.</p> <p>The Committee was asked for its view on whether offering such support would be suitable for Charitable Funds for future requests. The Charity Manager noted that in the past Charitable Funds have not been used to support similar requests. However, given the changing financial and economic circumstances the discussion should be revisited and captured. If the Committee would deem it appropriate to support such a request, then the Charity team would work to create guidelines and an application process to be brought forward for further consideration.</p>

	<p><i>There is some concern regarding volume and whether the Committee would have to consider other nominees. However, this individual case is for a national award therefore, the individual will be representing the Health Board and their team/service widely. It is a good opportunity for the recognition and celebration of the innovative, hard work carried out by staff. There would certainly have to be further considerations given if it was a cross Health Board or local award.</i></p> <p><i>There needs to be consideration on what the award is, which elements could be supported, and to what level but that would likely be done on an individual case by case basis.</i></p> <p><i>If possible, it would seem appropriate that those with delegated authority to APPROVE Charitable Funds requests (Fund Managers) would have the ability to approve such requests.</i></p> <p>The Committee AGREED to further explore the potential for Charitable Funds requests which support staff members with costs for nominated awards, subject to undertaking due diligence.</p> <p>ACTION: The Charity Manager will work with the Director of Corporate Governance to research and develop a proposed policy, guidance and authorisation process for individuals wishing to apply for such support. This will return to the Committee for Approval.</p> <p>The Head of Financial Services noted that an update on the planned audit of the Charitable Funds accounts would be provided at the next meeting.</p> <p>The Committee DISCUSSED and NOTED the items above.</p>
CF/23/28	<p>DATE OF NEXT MEETING</p> <p>07 December 2023, 10:00-12:00, Via Microsoft Teams</p>

Jones, Shania
01/12/2023 14:07

RAG Status:

At risk	Red - action date passed or revised date needed
On track	Yellow - action on target to be completed by agreed/revised date
Completed	Green - action complete
No longer needed	Blue - action to be removed and/or replaced by new action
Transferred	Grey - Transferred to another group

Charitable Funds Committee								
Meeting Date	Item Reference	Lead	Meeting Item Title	Details of Action	Update on Progress	Original target date	Revised Target Date	RAG status
OPEN ACTIONS FOR REVIEW								
18-Sep-23	CF/23/20a	Charity Manager	General bids for approval	The Charity Manager will ensure a progress report on the Vestibular Assessment Pathway Equipment including patient feedback will return to the Committee after 12 months.	Item will likely return at December 2024 meeting.	01-Dec-24		On track
18-Sep-23	CF/23/20b	Charity Manager	General bids for approval	To contact the project leads to provide assurance that all garden projects are working together to ensure a coordinated approach which secures the best possible outcome and most efficient use of resources across all the planned Llanidloes garden projects. A report will be brought back to the Committee once the garden projects are completed.	The Charity team have approached the project leads to ensure there is collaboration and efficient use of collective resources for the garden projects which will be completed in the winter. A report on the gardens is expected for the March 2024 Committee Meeting.	01-Mar-24		On track
18-Sep-23	CF/23/27	Charity Manager	Any other urgent business	The Charity team to research and develop a proposed policy, guidance and authorisation process for individuals wishing to apply for support for recognition awards, which will return to the Committee for Approval.	Guidance on this has been implemented into the updated Financial Control Procedures policy to be reviewed by the Committee.	Dec-24		On track

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ACTIONS RECOMMENDED FOR CLOSURE (MEETING 7 December 2023)								
05-Jun-23	CF/23/05	Associate Director of Corporate Governance	General bids for approval	To contact the Communications Manager and support services to ensure that all screens provided by Charitable Funds are installed and are currently working.	The Communications Manager has confirmed that all screens are installed and working but that there have been a number of instances of screen being switched off by support services staff, which has led to issues. Additional messaging/signage is being implemented to help avoid this in future.	18-Sep-23	07-Dec-23	Completed
18-Sep-23	CF/23/20c	Charity Manager / Charity Administrative Support officer	General bids for approval	The Charity Team will work to create a new fund specifically to encourage new creative arts, entertainment, and therapy activities for patients across Powys and all service areas.	Scheme is prepped and ready to launch in December and running through to February 2024 for the first round.			Completed
18-Sep-23	CF/23/23	Charity Manager / Director of Corporate Governance	Charity Activity Report	To discuss an appropriate plan to establish further connections between the League of Friends and the Health Board and an appropriate reporting mechanism.	Discussed in Sep 2023, the Charity will continue to develop and maintain the partnership with the LoF groups in Powys and look for opportunities to involve the CF Committee members and the Chair, who can report back to Board members. A new annual NHS Birthday event to engage all LoF groups has been scheduled for July 2024			Completed

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AGENDA ITEM: 2.1

Charitable Funds Committee		DATE OF MEETING: 7 December 2023
Subject:	Bids for Approval	
Approved and Presented by:	Charity Manager	
Prepared by:	Charity Manager	
Considered by Executive Committee on:	The Volunteer Programme request discussed by the Executive Committee on 22 November 2023.	
Other Committees and meetings considered at:	N/A	

PURPOSE:

Receive items for approval which are applying to the Powys General Purposes Fund, and any items from Local Funds over **£5,000** in total value.

RECOMMENDATION(S):

The Charitable Funds Committee is requested to review the following requests for approval of funding:

- **RIC Hub Innovation Grant – OKKO Health (£11,500)**
- **Epynt ward seating request (£6,226)**
- **Volunteer programme (£10,500)**

Approval/Ratification/Decision ¹	Discussion	Information
✓	x	x

Equality Impact Assessment (EiA) must be undertaken to support all organisational decision making at a strategic level

THE PAPER IS ALIGNED TO THE DELIVERY OF THE FOLLOWING STRATEGIC OBJECTIVE(S) AND HEALTH AND CARE STANDARD(S):

Strategic Objectives:	1. Provide Early Help and Support	✓
	2. Tackle the Big Four	
	3. Enable Joined up Care	✓
	4. Develop Workforce Futures	✓
	5. Promote Innovative Environments	✓
	6. Put Digital First	✓
	7. Transforming in Partnership	✓
Health and Care Standards:	1. Staying Healthy	✓
	2. Safe Care	✓
	3. Effective Care	✓
	4. Dignified Care	✓
	5. Timely Care	✓
	6. Individual Care	✓
	7. Staff and Resources	✓
	8. Governance, Leadership & Accountability	✓

EXECUTIVE SUMMARY:

This paper is to request the Charitable Funds Committee to review the following applications to Powys General Purposes Funds:

- **RIC Hub Innovation Fund – OKKO Health (£11,500)**
- **Volunteer Programme (£10,500)**

In addition to the following request which has been made to the Brecon Stroke Fund:

- **Epynt ward seating request (£6,226)**

The proposal has received support from the relevant Fund Manager but as it is above the delegated approval level of £5,000, it requires support from the Charitable Funds Committee for final approval.

DETAILED BACKGROUND AND ASSESSMENT:

All items of expenditure from Charitable Funds must not be committed prior to the approval of expenditure from either the Charitable Funds Committee or the Assistant /Directorate Managers delegated with this responsibility in line with the Charitable Funds Strategy and Policy document. Items requesting funding from the Powys General Purposes Fund can only be approved by the Charitable Funds Committee.

Proposals with a value over **£5,000** from local funds and from the COVID Response Fund must also receive approval from the Charitable Funds Committee as it is above the delegated limit set by the Committee.

RIC Hub Innovation Fund OKKO Health Request

The request is for the Charitable Funds Committee to support a proposal for the RIC Hub team to utilise £11,500 of its allocated funding for innovation projects to support the pilot of the OKKO Health App. The Committee previously approved a three-year Innovation Grant scheme allocated from charitable funds and delegated responsibility of the allocation of the grant funds to be administered by the RIC Hub, subject to oversight from the Executive Committee and the Charitable Funds Committee. Full details of this can be found in Appendix 2.1a.

OKKO Health is a home-monitoring smart phone app which measures a user's visual acuity and can identify sight deterioration. The proposal is to support funding the use of the app for 150 patients diagnosed with Wet Aged Macular Degeneration (AMD) to evaluate the app against current pathways for Wet AMD. Full details of the proposal can be found in Appendix 2.1a. The budget for the RIC Innovation grant scheme for 2023/24 is £35,000 - £50,000. The estimated cost of the OKKO Health service evaluation is £11,500.

This would leave £23,500 - £38,500 to be used as part of the RIC Innovation grant scheme for 23/24, with plans to rollout the grant scheme in the coming months.

The application is aligned to the following Charity strategic priorities:

- More digitally enabled NHS services through the provision of additional kit and equipment.
- New pilot schemes which encourage innovation in healthcare.
- Better outcomes for communities struggling with socio economic deprivation in Powys (lack of access to services, a lack of adequate digital infrastructure or geographic disparity).
- New grant funding programmes to respond to emerging health and wellbeing priorities in a timely manner.

The full details of the proposal can be found at item 2.1a-b.

Epynt ward seating for stroke/neuro patients

This request is for the purchase of bespoke seating (£6,226) to support the rehabilitation of stroke/neuro patients who are admitted to Epynt ward at Brecon hospital for rehabilitation. The seats are specifically designed for neuro patients with limited core stability and will allow them to be transported to and from the day room

for activities and meals. The use and effectiveness of the seats will be monitored by staff on the ward and the subsequent evaluation of feedback will return to the Committee at a later date.

The application is aligned to the following Charity strategic priorities:

- An enhanced patient experience, particularly for those undergoing long stays in community hospitals.

The full details of the proposal can be found at item 2.1c.

Volunteer programme additional funding for volunteers

This request is for the Committee to consider supporting the implementation of a refreshed PTHB volunteer programme for Powys, with an estimated budget of £10,500. The aim of this refreshed programme is to not only to increase the numbers of volunteers working across the Health Board but also to improve the well-being of patients, whilst enabling PTHB staff to spend more time focusing on the clinical delivery elements. Also, by bringing the management and coordination of volunteers back into the Health Board, this will enable PTHB to improve the support, training and development of individual volunteers so that their overall experience of volunteering is enhanced.

The budget requested would support the associated costs with launching the new programme and supporting the onboarding of a number of new volunteers over a 12 month time frame.

The application is aligned to the following Charity strategic priorities:

- Increased accessibility and more equitable opportunities for foundational economy training, support, and careers in Powys.
- Collaboration with existing PTHB services to ensure they are sustainable.
- A commitment to equitable support and investment for all services and service areas.
- An established development pathway for the Charity, which includes a new volunteering network for those who want a more active role in shaping the Charity's future.

The full details of the proposal can be found at item 2.1d.

Further details on all the above proposals can be found at items 2.1a-d.

NEXT STEPS:

If approved, the Charity team will liaise with the project leads for feedback on the staff wellbeing initiatives and enhanced facilities from staff, patients and patient families. All Charity funded project improvements/enhancements and their impacts will be captured and included in the Charity's communication channels (monthly

newsletters, Sharepoint site and news posts, social media channels, press releases, annual report).

The following Impact Assessment must be completed for all reports requesting Approval, Ratification or Decision, in-line with the Health Board's Equality Impact Assessment Policy (HR075):

IMPACT ASSESSMENT				
Equality Act 2010, Protected Characteristics:				
	No impact	Adverse	Differential	Positive
Age				✓
Disability				✓
Gender reassignment	✓			
Pregnancy and maternity	✓			
Race	✓			
Religion/ Belief	✓			
Sex	✓			
Sexual Orientation	✓			
Marriage and civil partnership	✓			
Welsh Language	✓			
<p align="center">Statement</p> <p><i>Please provide supporting narrative for any adverse, differential or positive impact that may arise from a decision being taken</i></p>				
Risk Assessment:				
	Level of risk identified			
	None	Low	Moderate	High
Clinical	✓			
Financial	✓			
Corporate	✓			
Operational	✓			
<p align="center">Statement</p> <p><i>Please provide supporting narrative for any risks identified that may occur if a decision is taken</i></p>				

Reputational	✓				
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Bids for Approval

Page 6 of 6

Charitable Funds Committee
7 December 2023
Agenda Item: 2.1



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd
Addysgu Powys
Powys Teaching
Health Board

Agenda item:

Charitable Funds Committee		Date of Meeting: 7 th December 2023	
Subject:	Regional Innovation Coordination (RIC) Hub Innovation grant scheme partly allocated to OKKO Health evaluation		
Approved and Presented by:	Assistant Director of Innovation & Improvement / Charity Manager		
Prepared by:	RIC Hub Project Manager / Charity Manager		
Other Committees and meetings considered at:	Initial report (Appendix B) considered by charitable funds committee in October 2022. A three-year RIC innovation grant scheme (£105,000 - £150,000) was approved to be managed by RIC Hub.		
RECOMMENDATION(S):			
The Charitable Funds Committee is asked to DISCUSS and APPROVE the allocation of charitable funds from the three-year RIC innovation grant scheme, to support the evaluation of OKKO Health.			
Decision (approval / ratification / recommendation)		Assurance	Discussion / Information
✓		x	✓
Appendices: A. RIC Hub proposal for OKKO Health B. RIC Hub Charitable Funds Proposal V2 C. Digital Governance Board Business case (Excel spreadsheet attached separately)			
EXECUTIVE SUMMARY:			
The Purpose of the paper is to request the Charitable Funds Committee to discuss and approve the proposal for the RIC Hub to allocate part of the three-year RIC Innovation Grant Scheme to evaluate the OKKO Health pilot. Full details of the proposal can be found in appendices A and B.			

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BACKGROUND AND ASSESSMENT:

The Charitable Funds committee previously approved a three-year Innovation Grant scheme allocated from charitable funds and delegated responsibility of the allocation of the grant funds to be administered by the RIC Hub, subject to oversight from the Executive Committee and the Charitable Funds Committee. Full details of this can be found in Appendix B.

OKKO Health is a home-monitoring smart phone app which measures a user's visual acuity and can identify sight deterioration. The proposal is to support funding the use of the app for 150 patients diagnosed with Wet Aged Macular Degeneration (AMD) to evaluate the app against current pathways for Wet AMD. Full details of the proposal can be found in Appendix A.

The budget for the RIC Innovation grant scheme for 2023/24 is £35,000 - £50,000. The estimated cost of the OKKO Health service evaluation is £11,500. This would leave £23,500 - £38,500 to be used as part of the RIC Innovation grant scheme for 23/24, with plans to launch the grant scheme in the coming months.

NEXT STEPS:

OKKO Health

- Launch OKKO Health for Wet AMD patients.
- Evaluate OKKO Health app against current pathway for Wet AMD, considering patient/clinician experiences and clinical data analysis.
- Consider introducing OKKO Health app for Glaucoma and Cataract pathways, subject to successful pilot of Wet AMD.

RIC Hub Innovation Grant Scheme

- Introduce and launch a scaled down version of grant scheme during January/February 2024, due to current operational pressures.
- Continue to utilise the grant scheme to improve the uptake of Innovation, Improvement and Research projects in Powys.

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THE PAPER IS ALIGNED TO THE DELIVERY OF THE FOLLOWING STRATEGIC OBJECTIVE(S) AND HEALTH AND CARE STANDARD(S):

Strategic Objectives:	1. Focus on Wellbeing	
	2. Provide Early Help and Support	✓
	3. Tackle the Big Four	
	4. Enable Joined up Care	
	5. Develop Workforce Futures	
	6. Promote Innovative Environments	✓
	7. Put Digital First	✓
	8. Transforming in Partnership	
Health and Care Standards:	1. Staying Healthy	✓
	2. Safe Care	✓
	3. Effective Care	✓
	4. Dignified Care	✓
	5. Timely Care	✓
	6. Individual Care	✓
	7. Staff and Resources	
	8. Governance, Leadership & Accountability	

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Appendix A - RIC Hub proposal for OKKO Health

Powys Health Charity – Funding Application Form

Please choose who will benefit from this proposal (select all that apply):

Powys Teaching Health Board Staff and Volunteers

☒

Powys Teaching Health Board Patients

☒

Community Members

☒

Other (specify below)

☐

Please note which locality will benefit from this proposal (select all that apply):

North Powys

☒

Mid Powys

☒

South Powys

☒

Other (specify below)

☐

Please note the most relevant health and wellbeing area for this proposal (e.g. mental health, recovery from COVID-19, physiotherapy, cancer care, etc.)

Ophthalmology

Please email this completed form to pthb.charity@wales.nhs.uk



Project summary – Provide a brief summary of the proposal and outline what it aims to address.

The proposal seeks to allocate a portion of the funding available for the three-year RIC Hub Innovation grant scheme to the OKKO Health pilot.

OKKO Health is a smart phone app that measures visual acuity. The app measures sight deterioration by combining strong vision science with clinical insight and game technology, which aids in the development of algorithms to predict sight deterioration ahead of time. Patients can use the app in their own homes up to three times per week, and data is collected and sent to OKKO Health servers. Data is then relayed to patients via email, or the clinical portal linked to the app; the app also allows clinicians to view these results prior to or during appointments. The OKKO Health pilot will be tested on 150 Powys residents with Wet Aged Macular Degeneration (AMD) to determine the app's potential impact on ophthalmology provision in Powys and whether the app will add value to the Wet AMD pathway for both patients and clinicians.

Age Well Chairs were contacted by the Regional Partnership Board (RPB) regarding funding the OKKO Health pilot, and they found the proposal to be worthwhile. Sadly, funding was turned down since it was intended to address winter pressures rather than fresh ideas. The charity manager was in favour of the idea of using the RIC Hub Innovation grant scheme because OKKO Health is an innovation and research pilot. They requested that a new application form be submitted.

Background – Outline any relevant information that will provide context for the proposal, including the need and any previous proposals or projects.

The Regional Innovation Co-ordination (RIC) Hub is a component of the larger initiative to create 'A Healthier Wales' for health and social care, and it is financed by Welsh Government Transformation Funding. The RIC Hub coordinates and support research, innovation, and improvement activities and is hosted by The School of Research, Development and Innovation, one of

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the four schools that make up the Health and Care Academy. Its mission is to expand local access to health and social care-related education, training, and development. A three-year innovation grant scheme, approved by charitable funds, was made available to the RIC Hub to assist in the establishment and implementation of research, innovation, and improvement projects throughout Powys. The grant scheme has not been launched and is currently on hold due to operational pressures across the partnership. Since the RIC Hub is still committed to enhancing the innovation environment, we are suggesting that a portion of the grant scheme funds be given to the OKKO Health pilot.

The OKKO Health pilot incorporates components of The Health and Care Strategy, which, should it be successful, will enable Powys residents to enhance their eye health by providing early assistance and support. By putting digital first, it enables Powys Ophthalmology clinics to operate in innovative environments to enhance clinical pathways and use of digital apps. As part of the accelerated sustainable model, Powys aims to address the health inequalities that many of its residents experience in rural areas. One potential solution for Wet AMD pathways is OKKO Health, which could help with evidence-based diagnostics and effective approaches to health inequalities. When utilised appropriately, the OKKO Health app on a smartphone can assess a person's visual acuity and provide the results directly to an ophthalmologist.

The Welsh Government's plan to enhance social and health services in Wales, "A Healthier Wales," addresses the Value-Based health care approach. As part of an integrated plan, the Health Board is implementing values-based healthcare. Key opportunities for Wet AMD have been identified, which the launch of the OKKO Health app can help with. Residents of Powys who have Wet AMD will benefit from this proposal, which also supports the Health Board and Regional Partnership Board's strategic initiatives.

Project plan – Please provide a detailed breakdown of the project, how it will address need and a timeline for delivery.

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Below is an overview of project timeline:

Prior to July 2023

- Initial contact between PTHB and OKKO Health
- Scoping exercise of other visual acuity apps available
- Value-Based Health Care support

July 2023

- Develop Digital Governance Board (DGB) business case.
- OKKO health presented to DGB for information, resulting in a reviewed by IT, Digital and Information Governance.
- Legal and risk advice sorted.

August 2023

- Identify and engage with key stakeholders i.e. Macular degeneration society and RNIB.

September 2023

- Seek funding from RIF/RPB

November 2023

- Introductory meeting for key stakeholders with OKKO Health.
- IRAS application submitted to gain permission and ethical approval for research with oversight from PTHB Research and Development team.
- PTHB DPIA completed with OKKO Health.
- Complete patient information pack about Powys OKKO Health pilot.
- Patient information leaflets translated into Welsh for Powys leaflets and OKKO Health's.
- Sign collaborative agreement between OKKO Health and PTHB.

December 2023

- Charitable funds paper submitted for partly allocating RIC Innovation Grant scheme budget to OKKO Health Pilot.
- Develop visual guardians' packs for volunteers to follow when support patients.
- DPIA authorised by PTHB IG.

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- Establish questions to ask patients and clinicians to evaluate their experience using the app.
- Discuss clinical data analysis with OKKO Health.

January 2024

- Patient information leaflets printed and distributed to include eye patch.
- Recruit Visual Guardians via The School of Volunteers and Carers
- Purchase 150 OKKO Health licenses for patients.
- Digital Governance Board approval.
- Research, Innovation and Improvement panel approval.
- OKKO Health training for clinical staff and volunteers.

February 2024

- Launch of OKKO Health in Powys for residents diagnosed with Wet AMD.
- Recruit Powys residents to use OKKO Health app.
- Visual guardians supporting Powys residents to use apps and complete evaluation.
- Ongoing support for clinicians and patients provided by OKKO Health.

April 2024 (onwards)

- Start evaluation of patient and clinicians' experiences
- OKKO Health to start analysis data submitted by patients using the app.
- OKKO Health publication of research conducted in Powys (only if approved by IRAS).

Next Steps following OKKO Health pilot

If pilot successful and is shown to add benefits, the next steps would be:

- Introduce OKKO Health for both glaucoma and cataracts pathways.
- Consider OTC technology to improve treatment pathways further.

Allocation of future RIC Hub Innovation grant scheme budget may be required to fulfil next steps at a later stage.

Evaluation & Legacy – Detail your plans for evaluating the project and explain the project's sustainability.

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Initial pilot will be completed with 150 patients and evaluate by:

- Clinical data analysis of the app's results, carried out in collaboration with OKKO Health, comparing the visual acuity of the app's results to in-clinic data.
- Patient experience evaluation to include how often app has been used and challenges faced during adoption.
- Clinician experience of app against current pathway for Wet AMD to include how accurate app results are and does system enable better patient flow.
- Financial perspective does this approach drive value for money.
- Potential research publication – OKKO Health pilot being submitted to Health Research Authority for permission to be conducted as research and gain ethical approval.

If proven to be successful, establishment of a new pathway for Wet AMD treatment will be established and the is possibility to expand use of the app for glaucoma and cataracts pathways in Powys.

Resources – Try to provide a detailed breakdown of the budget and resources required, including quantities and cost per item.

Pilot plan was developed between RIC Hub and OKKO Health, breakdown of budget and resources for initial pilot are shown below:

(Please note OKKO Health have agreed to absorb some cost associated with pilot)

Area of work	Details	Pricing	Powys pricing
Setup	Set up a deployment code for Powys patients on OKKO UK server	£1000	£1000
	Onboard (train) clinical staff and innovation staff on clinical dashboard	£2000	OKKO will absorb

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	Modify existing booklet from Oxford/Nottingham	-	OKKO will absorb
	Liaise with information governance, innovation, eye clinic team	Usually 5 full days work	OKKO will absorb
Deployment	Provide booklets and eye patches (Powys to provide Welsh translation)	£3 per patient (this is the cost price to OKKO)	£3 per patient x150 = £450
	Licenses for 100 patients	£100 per patient for 1 year license x150 = £15,000	£50 per patient x150 = £7,500
	Patient support	Included in above	Included in above
	Vision Guardian Volunteer Support	£1,500	£1,500
End of pilot	Co-produce data analysis in line with service evaluation / research goals	£5000	£1000 to cover costs
	Co-produce costed plan going forward	OKKO will absorb	OKKO will absorb
<div>Total estimated cost to Powys for 150 patients: £11,450</div> <div>*Additional cost could occur during implementation of pilot.</div>			

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The budget for the RIC Innovation grant scheme for 23/24 is £35,000 – £50,000. Allowing £23,500 – £38,500 to be used as part of the RIC Innovation grant scheme for 23/24, with plans to launch the grant scheme in the coming months.

Contact details

Name: Amy Price

Email address: amy.price6@wales.nhs.uk

Phone number:

Delivery address (if applicable):

Declaration

I have read the PTHB Charitable Funds staff guidance document.



I have read the FCP policy.



Please see this link to PTHB Financial policies [here](#).

No items or services should be procured or ordered before receiving authorisation to do so from the Finance team. You will receive a unique project budget code and guidance on how to procure via Charitable Funds.

I confirm that this funding will only be used for the purposes specified in this application.



Applicant

Name: Amy Price

Role: Regional Innovation Co-ordination Hub Project Manager

Signature:

Date: 23/11/2023

Approving manager

Name: Amanda Edwards

Role: Assistant Director of Innovation and Improvement

Please email this completed form to pthb.charity@wales.nhs.uk



Signature:

Date: 30.11.2023

Approving executive director (if request is above £25,000)

Name:

Role:

Signature:

Date:

TO BE COMPLETED BY THE CHARITY TEAM.

Strategic priorities (*tick the relevant priorities*)

Demonstrating Responsible Leadership

☐

Upholding Our Civic Mission

☐

Enhancing NHS Services

☐

Establishing a Culture of Collaboration

☐

Additional comments

--

Print name:

Date signed:

Signature:

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Appendix B - RIC Hub Charitable Funds Proposal V2

PTHB Charitable Funds - Full Application Form

Please choose who will benefit from this proposal (select all that apply):

PTHB Staff and Volunteers	<input checked="" type="checkbox"/>
PTHB Patients	<input checked="" type="checkbox"/>
Community	<input checked="" type="checkbox"/>
Other (specify below)	<input type="checkbox"/>

Please note which locality will benefit from this proposal (select all that apply):

North Powys	<input checked="" type="checkbox"/>
Mid Powys	<input checked="" type="checkbox"/>
South Powys	<input checked="" type="checkbox"/>
Other (specify below)	<input type="checkbox"/>

Please note the most relevant health and wellbeing area for this proposal (e.g., mental health, recovery from COVID-19, physiotherapy, cancer care, etc.)

All health and care areas across Powys will have opportunity to benefit from this proposal, subject to application to the Regional Innovation Coordination (RIC) Hub and approval by the Research, Innovation & Improvement (RII) Panel.

Project summary – Provide a brief summary of the proposal and outline what it aims to address.

This proposal is seeking the establishment of a specific fund to support research, innovation, and improvement projects across the regional partnership footprint, with responsibility for the allocation and granting of the fund delegated to the RIC Hub.

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We want Powys to be recognised as a place that is confident and successful in delivering research, innovation and quality improvement activities and applying tools and techniques into our day-to-day working, which will improve our patient care. Through the generation and application of learning, evidence, knowledge, and innovation we will add value, drive advancement and support sustainability to bring about demonstrable improvements in clinical effectiveness, the care, experiences and health and wellbeing outcomes of people across Powys.

To improve and grow the quality and impact of our activities we need continue to develop a progressive culture:

- Where innovation, improvement and research are recognised as everyone's business, responsibility, and gift
- Where research, continuous improvement, innovation and the generation and application of evidence is commonplace
- Supported by robust governance and effective systems, tools, and processes
- Where we celebrate success and share learning from experience
- That recognises and strives to realise its potential, reach and contribution across health, social care and wider systems.

There is the need to establish an approach that enables all staff across the Health and Care system to think with an innovation and improvement mind set. This will be achieved by creating the right culture and support for research, innovation and improvement: sustainable processes for developing people's skills and knowledge, and then supporting and rewarding them for doing improvement work, with aligned processes for measuring performance and managing resources.

This fund overseen by the RIC Hub would enable us to increase the number of people who participate in research, innovation and improvement, and the scope of opportunities to be involved across Powys and our communities. It would also allow us to implement internal funding calls available to all staff, for small grants and dedicated time to generate the evidence for new research, innovation and improvement proposals.

Background – Outline any relevant information that will provide context for the proposal, including the need and any previous proposals or projects.

The Welsh Government's (WG's) 'A Healthier Wales: our Plan for Health and Social Care' confirmed the need for a common approach across Wales to the identification and co-ordination of innovative and transformational delivery

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service models, and new ways of working that contribute to making our services better. To drive this forward, RIC Hub was established in each RPB.

The RIC Hub will support research, innovation and improvement by embedding the infrastructure and enabling conditions needed in Powys by identifying the current state of play, the needs and the gaps in the region, as well as the broader activity, direction of travel and opportunities in the broader landscape; understanding what is important to the region, the RPB partnership and the people of Powys; supporting the workforce and developing RII capacity and capability; developing networks, partnership and collaborations that are essential to progressing ideas through research and innovation pathways; understanding the data that exists, what it tells us and what we can and should be doing with it; and, sharing our ideas and learning from others.

The RIC Hub aims to improve outcomes for service users by identifying and promoting high-value innovation and improvement activity, for example through prevention, earlier diagnosis, more accurate intervention, and addressing unwarranted variation and duplication in the system. To further embed the RIC Hub across the RPB, the RIC Hub is positioning itself within the Health and Care Academy (HCA) as one of the four schools that constitute the HCA, the School of Research, Development and Innovation. The HCA is heavily focused on integrated approaches, with each 'school' offering a collaborative portfolio of specialism underpinned by research, development, innovation and strong leadership. Therefore, the RIC Hub will be central to activity across the breadth of the HCA.

The COVID-19 pandemic saw the introduction of new ways of working and innovations at a pace unparalleled previously, whilst at the same time, whole projects were abandoned, adapted and even accelerated. The Hub has taken a lead role in gathering insights and learning, not only in relation to COVID-19, but from other sources of intelligence, observation and engagement in various projects, programmes and ways of working, managing and even measuring performance, quality and safety. It is the central coordination role of the Hub and its central tenets of learning and pushing progress, that provides the prime position to support integration, collaboration and add value to the RPB by coordinating, facilitating and driving RII activity that meets the needs of the people of Powys, reflects what is important to them and to the organisations across the partnership, and aligns to the strategic objectives at a regional and national level.

This proposal will benefit both the Health Board and the wider system. As a Health Board we are committed to working both locally and nationally and drive service transformation, education and contribution to the value and quality agenda. We seek to ensure high quality practice becomes increasingly

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culturally embedded in all aspects of service delivery, to improve healthcare outcomes and contribute to knowledge to further improve the provision of evidenced based practice. It is our ambition to widen the opportunities for participation for our service users and staff alike, thereby ensuring equity of access to research for the people of Powys.

Project plan – Please provide a detailed breakdown of the project, how it will address need and a timeline for delivery.

Each member of staff across the Health and Care system has a key role to play in creating and delivering improvements for our patients and staff. No improvement is too small, and we will capture them and promote them through our Research, Innovation and Improvement Hub.

To accelerate and support the drive towards better quality and value for health and care, through a culture of purposeful innovation, additional funding is sought to support individual health and care projects across Powys. These projects have not yet been identified, but the above activities will promote and identify innovative projects and activities that could be taken forward through the availability of charitable funds.

There will be a robust process in place to enable effective management of the funds but also to clearly describe the impact and how the funded projects will be evaluated against agreed outputs aligned to the outcomes described in our Health and Care Strategy for Powys.

We are keen to work in partnership to develop '**The Powys Welsh Dragons' Den**' which would seek to encourage innovation and improvement within our primary and community care services. It gives an opportunity for any member of staff to put forward ideas that will improve or enhance care and patient experience by awarding small grants to help put these ideas into practice. The anticipated process would be:

- Applicants would be required to undertake a simple application process which would ask for an outline of the idea, how it will make a difference, and what financial or practical support is needed to get it to work.
- Applications will be reviewed by the panel which considers if the application contains enough information to continue and if the application is feasible and fits with our Powys objectives.
- Those that meet the above criteria will be invited to present their idea to the 'Powys Welsh Dragons' Den'.
- All projects will be assigned a 'sponsor', who will support applicants with their presentation/ pitch.

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- Successful applicants are required to evaluate the effectiveness of successful bids once implemented.

A Research, Innovation & Improvement (RII) Panel meets weekly to consider all applications for research, service evaluation, improvement, and innovation projects; and is constituted of staff from the RIC Hub and the wider improvement agenda, research and development (including the Clinical Lead for Research), and Information Governance Colleagues. The panel is chaired by the Research & Development Manager.

This panel would consider initial applications for funding support from the Charitable RI&I Fund.

All applications for funding would be documented and considered as part of the RII Panel and decisions recorded. The Charity Manager would also be consulted in advance, to ensure that projects are eligible to be funded from Charitable Funds. Decisions made by the RII panel to grant charitable funds to support a project would be presented to Executive Committee in advance of consideration and ratification by the Charitable Funds Committee.

It will be a requirement of the application that any projects seeking support from this fund will be asked to confirm that they are not receiving financial support from any other funding source.

All procurement and spend associated with the projects that are granted charitable funds to support innovation will be subject to normal Financial Control Procedures, levels of authorisation, digital governance review, etc. for assurance.

Evaluation & Legacy – Detail your plans for evaluating the project and explain the project's sustainability.

The fund will support individual health and care research, innovation and improvement projects, which seek to implement sustainable system improvements.

Each project supported by the fund will be subject to approval by the RII panel prior to the granting of any funds.

Anyone applying for funding will be required to confirm within their application that they will provide regular performance and evaluation reports to monitor

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progress and to contribute to the repository of lessons learned that the RIC Hub coordinates.

The reporting and evaluation for each project will be individually agreed with the project lead and will be monitored by the RIC Hub. The performance and evaluation framework will reflect the framework currently being developed for projects funded by the Welsh Government Regional Integrated Fund, of which the RIC Hub is currently overseeing the development of. The framework will facilitate the evaluation and learning of projects by adopting the Developing Evidence Enriched Practice (DEEP) principles, which is a co-production to gathering, exploring and using diverse types of evidence in learning and development using story and dialogue methods. This will include stakeholder stories, pictures and measures of success.

This funding will support short term and for time limited projects. As part of the bid application process, projects will be required to detail their exit strategy, which specifies how the project will maintain sustainability in the longer term.

The RIC Hub will offer advice and support to services to develop sustainability plans.

The RIC Hub will prepare regular updated to the Charitable Funds Committee at intervals to be agreed.

Resources - Try to provide a detailed breakdown of the budget and resources required, including quantities and cost per item.

The RIC Hub is seeking an allowance of between £35,000 - £50,000 for the RIC Hub Charitable Fund, for an initial period of 3 years. This will allow time for the fund to establish and provide sufficient opportunity to evaluate the efficacy of the fund.

Funding will be allocated to individual projects, subject to successful application. Each application will be subject to considerable scrutiny and will be required to commit to provide regular performance and evaluation monitoring, prior to approval by the RII panel. As described above, decisions made by the RII panel to grant charitable funds to support innovation would be ratified by the Charitable Funds Committee.

Contact details

Name: Caroline Evans

Email address: caroline.evans7@wales.nhs.uk

Please email this completed form to pthb.charity@wales.nhs.uk



Phone number: 07769 838383

Delivery address (if applicable):

Declaration

I have read the PTHB Charitable Funds staff guidance document.



I have read the FCP (INTERIM) – COVID 19 Decision Making & Financial Governance document found [here](#).



I confirm that this funding will only be used for the purposes specified in this application.



Applicant

Name: Caroline Evans

Role: RIC Hub Manager

Signature:

Date: 18th August 2022

Approving manager

Name: Amanda Edwards

Role: Assistant Director Innovation & Improvement

Signature:

Date: 12th October 2022

Approving executive director (if request is above £25,000)

Name:

Role:

Signature:

Date:

Jones, Shania
01/12/2023 16:07:13

Please email this completed form to pthb.charity@wales.nhs.uk

Project/Solution Name:	Measuring Visual Acuity Wet AMD using OKKO Health Mobile Phone App
Author:	Amanda Edwards Assistant Director Innovation & Improvement

Version Control				
The Summary of Changes column is to summarise which sections have been amended since the previous version. This allows the reader to quickly ascertain what changes have been made.				
Version No	Status	Date	Summary of Changes	Author
1		20.6.2023		

1. Introduction

Project Background:
<p>Most eye disease seen in eye clinics is chronic eye disease, including macular degeneration, diabetic eye disease and glaucoma. All require regular monitoring. For increased efficiency, highly trained specialist eye doctors should spend their time with only the patients who most need their attention (highest risk of deterioration/most complex cases). A shift from fixed interval appointments (e.g. every 8-12 weeks) to as-needed appointments may free up capacity and ease long waiting lists, ensuring that those who have a sudden deterioration in sight can be prioritised rapidly for sight-saving treatment.</p> <p>Home monitoring may enable remote, dynamic risk stratification of patients so that clinics can be optimised for clinical need. Ultimately, this will help eliminate unnecessary appointments for patients who have stable eye disease.</p> <p>We are planning to use the OKKO Health app for our patients with Wet AMD to evaluate its use and effectiveness against the traditional face to face clinical appointments.</p>

2. Information Governance

Jones, Shenja
01/12/2023 16:17:13

Will the solution process any Personal Identifiable Information (PII)?	Yes
Process means to store, hold, collect, share, link to If Yes please complete and submit a Data Protection Impact Assessment (DPIA) Please contact the Information Governance Team for help and support with completing the DPIA. Information.Governance.Powys@wales.nhs.uk	
Click here to access the DPIA template	

3. Cyber Security

If you are unsure about the answers to any of these questions, please contact the supplier prior to submitting the business case as they should be able to provide the relevant information

If more than one supplier is involved, please copy and complete this section for each supplier.

What is the name of the system or service?	
OKKO Health	
What is the name of the company that supplies the system or service?	
OKKO Health	
Does the supplier hold any of the following cyber security accreditations? (please select all that apply)	
Cyber Essentials	X
Cyber Essentials Plus	
ISO270001/2	
None of the above	
What is the mechanism for authenticating with the solution?	
Hybrid (Combination of On-Premise + National or 3rd Party)	
Multi Factor Authentication (MFA)	
Lightweight Directory Accessing Protocol (LDAP)	

Jones, Shenja
01/12/2023 16:07:13

Other (please describe here)	
Where is the service hosted? If the service is hosted in the cloud please complete and submit, a Cloud Computing Risk Assessment Please contact Bal Singh, Cyber Security and Compliance Manager for help and support with any of the questions in this section. Bal.Singh@wales.nhs.uk	
Click here to access the Cloud Computing Risk Assessment	
Hosted Nationally (Digital Health Care Wales, NHS Digital)	
Hosted by 3rd Party (Public cloud or Private Cloud)	X
Hosted On-Premise	
Hybrid (Combination of On-Premise + National or 3rd Party)	
Where is the data held?	
Data is held in the UK	
Data is not held in the UK, it is held in the EU	
Data is not held in <u>either</u> the UK or the EU	
What types of devices will used to access the new system or service? (Please select all that apply)	
Desktop PC	X
Laptop	X
Tablet	X
Smart Phone	X
Dedicated Hardware e.g. a Medical Device	
How is the system or service accessed? (Please select all that apply)	
Dedicated Client Software which is installed on a Desktop PC or Laptop	
Via a Web Browser	
Via a Mobile App	
Please detail below, any other software dependencies required for accessing the new system or service.	
For example, browser dependencies, additional plugins, software drivers, the version of software required etc	

Jones, Shania
 01/12/2023 16:07:13

Will the new system or service integrate with other systems or applications?	
If Yes, please list the integrations and describe the mechanisms and protocols used to enable the integration	
Approximately how many users will require access to the system?	
150 patients in the service evaluation. Number of staff to be determined.	
Is the system or service deployed in other Health Boards or Trusts?	Yes
If Yes, which other NHS organisations use the system or service?	
Nottingham University Hospitals and Oxford University Hospitals	
Will Patients or Service Users have some sort of access to the system or service?	Yes
if Yes, please provide as much details as possible.	
<p>The OKKO Health application is a CE-marked medical software application that aims to monitor visual function to aid in clinical decision-making by an eye care professional. The app consists of two quick and engaging games to measure aspects of visual function, as well as features to track symptoms and treatments, and improve patient knowledge about AMD. Critically the app has been designed with and for elderly patients with visual impairments, ensuring it is easy to use and accessible to our target user group.</p> <p>OKKO Health AMD home-monitoring app is given to patients with AMD. This could be across 3 different situations (we do not need to do all):</p> <ol style="list-style-type: none"> 1.Those with newly diagnosed AMD on the waiting list ahead of first visit in ophthalmology, so that vision can be monitored while patient is on waiting list 2.Those currently undergoing anti-VEGF in macular clinics, to self-monitor between appointments 3.Those who have finished a course of anti-VEGF treatment [and who may be being discharged back to their community optometrist], so as to self-monitor for recurrence. 	
What is the name of the person who has been identified as the system owner?	

Jones, Sherrin
01/12/2023 16:13:13

Additional Information about the supplier.
CEO Dr Stephanie Campbell https://okkohealth.com/en-gb/

Further resources on cyber security can be found via the following links:

National Cyber Security Centre

<https://www.ncsc.gov.uk/section/information-for/public-sector>

The Security of Network & Information Systems Regulations 2018

<https://www.gov.uk/government/collections/nis-directive-and-nis-regulations-2018>

4. Purchasing

Has the solution already been purchased?	No
If 'Yes', what compliant route was followed to purchase the solution?	
This is an evaluation of the product and therefore no procurement is needed at this time. A collaboration agreement will be in place. After the evaluation, should we wish to purchase this product, a procurement process will be undertaken.	
If you require any support to establish a compliant route to purchase, a member of the purchasing team will be happy to help. You can contact the team using the following email address: Powys.Purchasing@wales.nhs.uk	

5. Expected Benefits

Jones, Shania
01/12/2023 16:07:13

Please describe the expected benefits of implementing the solution:
To enable high quality monitoring of patients with Wet AMD without them having to attend clinic appointments. It is anticipated that this will provide better value base health care by improving outcomes for patients and reducing the clinical costs. perspective- Is this supportive and useful? What are the challenges to adoption? From eye care professional perspective - Are the results accurate and useful? Are my patients better supported? From service delivery perspective- Can this system enable better patient flow? What are the barriers to implementation? From a financial perspective- Could this drive value-for-money?

6. Risks

If your service has identified any risks that would be mitigated by the implementation of the digital solution, please list them below and describe how the solution mitigates the risks.

Risk 1 Details:	Probability	Impact	Rating
Mitigation	Probability	Impact	New Rating

Risk 2 Details:	Probability	Impact	Rating
Mitigation	Probability	Impact	New Rating

Risk 3 Details:	Probability	Impact	Rating
Mitigation	Probability	Impact	New Rating

Jones, Shenika
01/12/2023 16:07:15

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7. Scope of the Project/Solution

The scope includes:
150 Powys patients diagnosed with Wet AMD will be invited to use the app alongside their transitional care pathway. The accuracy of the visual acuity and distortion will be compared against the face to face clinical consultation readings. Visual Guardians, volunteers who will assist people in the community to use that app, will be recruited via PAVO. The patient will play the app every 3 days and data will be sent to OKKO servers, and relayed back to the patient, and be available on the clinician portal.
The scope excludes:
Patients not on the Powys pathway. Any other eye conditions at this time although there are future plans to develop this app for the monitoring of cataract patients.

8. Stakeholders

Please list the main stakeholders that are involved		
Name	Job Title	Role
Dr Paul Buss	Director Clinical Strategy	
Paul Cottrall	Optometry Advisor PTHB	
Amanda Edwards	Assistant Director Innovation and Improvement	Project Lead
Cath Rowlands	Costing and Value Finance Business Partner	
Nicola Kelly	Senior Manager Planned Care	
Eye clinic team		ophthalmologist supervising, hospital optometrists, nurses

Jones, Sherrin
01/12/2023 10:27:11

Health Board teams		innovation, information governance, translation team for booklet
Please list any other organisations that are involved		
PAVO		
Powys Health & Care Academy School of Volunteers and Carers		
Sight Cymru		

9. Resource Requirements

Whilst completing the business case you should consider what resources are required from each of the below teams. Where a team's involvement is required, the details below should be their own assessment of what resources and activities they need to provide.

Service	Required	Team's own assessment of resources and activities
ICT	Yes	Support received in preparation for this work. Will need to be continued through the duration of the programme as expert support.
Information Governance	Yes	Support received in preparation for this work. Will need to be continued through the duration of the programme as expert support.
Cyber Security	Yes	Cyber security checklist shared and completed. Separate meeting to be arranged with PTHB and OKKO Health re cyber security and IT infrastructure requirements. Support received in preparation for this work. Will need to be continued through
Powys Purchasing	No	Service evaluation at this stage. No procurement required.
Digital Transformation	No	
Information	Yes	Support received in preparation for this work. May need to be continued through the duration of the programme as expert support.
Finance	Yes	Support received in preparation for this work. May need to be continued through the duration of the programme as expert support.
Workforce & OD	No	
Shared Services – Procurement/Legal & Risk/Other	Yes	Collaboration agreement to be drafted. Initial discussion with Legal and Risk taking place 23rd June 2023

Jones, Shania
01/12/2023 16:07:13

10. Solution Lifecycle

How will the solution be maintained throughout its entire lifecycle?

Please describe what ongoing support will be required once the solution has been implemented?
Initially service evaluation. Understanding of ongoing support requirements to be established as part of evaluation
Please describe how the project considered any potential future costs or resource requirements?
Initially service evaluation. Understanding of any potential future costs etc to be established as part of evaluation
Please describe what consideration has been given to the safety, storage, and future accessibility of any data
To be determined as part of the implementation and evaluation

11. Finance Summary

Estimated Delivery Cost	2021/22	2022/23	2023/24	2024/25
Budget				

Capital				
Revenue				
Total				

12. Supporting Documentation

Please attach any supporting documentation below e.g., documents from suppliers, project plans, strategy documents, website addresses etc
Appendix:
OKKO Health app: Evidence bundle
Powys Evalaution Plan
Cyber Security Checklist

Jones, Shenja
01/12/2023 16:07:13



Powys Health Charity – Local Funds Application

What is the title of this project/request?

Specialist Seating for Neuro patients.

Please state which fund you are applying to:

Local.

Who will benefit from this funding?

Neuro/Stroke patients admitted to Epynt for Rehabilitation,

How will this funding enhance service provision? Consider the need and expected impact.

It will enable Neuro patients with limited core stability to sit out, which is part of their rehab. The chairs are on wheels and therefore patients can access the Day room for activities and meals.

What items are you requesting? Try to provide a detailed breakdown of the funding required, including quantities and cost per item or whether there are any ongoing costs.

1 x monza chair - £3313

1 x multi Adjust plus - £2913

Both come with an annual service + deep clean package



to improve the longevity of the chairs
Ongoing costs will only be incurred if chairs need
Parts replacing that are not under warranty.

How will you evaluate the success of this project? Consider any opportunities there may be to capture feedback from beneficiaries.

we will be able to sit neurologically challenged
People out.
verbal feedback from patients

Contact details

Name: Julia Augood

Email address: Julia.Augood@wales.nhs.uk

Phone number: 0874 615724.

Location: Brecon.

Declaration

I confirm that I have attained approval from the appropriate director/authorising executive for this request.



I confirm that this funding will only be used for the purposes specified in this application.



I confirm that no items or services will be ordered before receiving authorisation to do so from the Finance team.



Applicant

Jones, Shari
01/12/2015 16:07:13



Elusen Iechyd Powys
Powys Health Charity



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd
Addysgu Powys
Powys Teaching
Health Board

Name: Julia Augood **Role:** Neuro Occupational Therapist

Signature: J Augood **Date:** 11.10.2023.

Authorising executive

Name: Siân Young **Role:** Team Lead Physiotherapist.

Signature: S Young **Date:** 16/10/23

Please email this completed form to pthb.charity@wales.nhs.uk

Jones, Shania
01/12/2023 16:07:13



University of the Pacific



Office of the President

Signature

Signature

Signature

Signature

Please email this complete form to officeofthepresident@upac.edu

Jones, Shania
01/12/2023 16:07:13



Quotation

Premiere Healthcare Ltd Unit 19 Highfield Business Park
Tewkesbury Road, Deerhurst Gloucester, GL19 4BP

Tel: 0345 521 1819

Email: orders@premiere-healthcare.co.uk

Registered in England. Company No: 05943487 VAT No: 891 404 519

Quote Number 00027624
Created Date 10/10/2023
Bill To: Brecon War Memorial Hospital
Bill To Cerrigcochion Road Brecon
Powys
Powys
LD3 7NS
United Kingdom

Prepared By Annabell Crabtree
Expiration Date 09/11/2023
Ship To Name Attn Julia Augood
Ship To Brecon War Memorial Hospital
Brecon
Cerrigcochion Road
LD3 7NS
United Kingdom

Quantity	Product	Line Item Description	Sales Price	Total Price
1.00	BUNDLE MultiAdjustPlus (includes, Waterfall or Contoured Back, Watercell Technology Seat Cushion and Soft Profiled Headrest)	To come with contoured backrest, stand aid arms	£2,686.00	£2,686.00
1.00	MultiAdjust/MultiAdjust Plus Large Watercell Cushion (Support Chair at Max Width)		£187.00	£187.00
1.00	Delivery Charge		£40.00	£40.00

Please note this quotation excludes Value Added Tax (VAT)

Total Price

£2,913.00

Unless an appropriate certificate of exemption is held, VAT at the rate published by HM Revenue & Customs shall be added to the Total Price in this quotation.

This quotation is valid until the Expiration Date above. Please request a revised quotation if placing an order after this date.

We accept payment by MasterCard/Visa, Cheque Payable to "Premiere Healthcare Limited" or bank transfer

Lloyds Bank, Cheltenham; Account Number: 00475707 Sort Code: 30-91-87 and include quote number as payment reference.

All products/services supplied in accordance with terms & conditions (T&C's) on website www.premiere-healthcare.co.uk

Unless specified, all products are supplied by special order and cannot be returned. Printed T&C's available on request.

Chronically sick or disabled persons can claim VAT relief on this purchase. To claim, complete the form via this link >

<https://www.premiere-healthcare.co.uk/private-zero-rate-vat/>



Quotation

Premiere Healthcare Ltd Unit 19 Highfield Business Park
Tewkesbury Road, Deerhurst Gloucester, GL19 4BP

Tel: 0345 521 1819

Email: orders@premiere-healthcare.co.uk

Registered in England. Company No: 05943487 VAT No: 891 404 519

Quote Number 00027625
Created Date 10/10/2023
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Bill To: Cerrigcochion Road Brecon
Powys
Powys
LD3 7NS
United Kingdom

Prepared By Annabell Crabtree
Expiration Date 09/11/2023
Ship To Name Attn Julia Augood
Ship To Brecon War Memorial Hospital
Brecon
Cerrigcochion Road
LD3 7NS
United Kingdom

Quantity	Product	Line Item Description	Sales Price	Total Price
1.00	Primacare Seating - PCA1800	Monza Steady Porter, dual TIS, 19" SH, 20" SW, 20" SD, double waterfall lateral back, zipped infection control, loop handset, 5" arm height, braked manner castors, graphite VP to centre, rest of chair Zest 151 Teal	£3,273.00	£3,273.00
1.00	Delivery Charge		£40.00	£40.00

Please note this quotation excludes Value Added Tax (VAT)

Total Price

£3,313.00

Unless an appropriate certificate of exemption is held, VAT at the rate published by HM Revenue & Customs shall be added to the Total Price in this quotation.

This quotation is valid until the Expiration Date above. Please request a revised quotation if placing an order after this date.

We accept payment by MasterCard/Visa, Cheque Payable to "Premiere Healthcare Limited" or bank transfer
Lloyds Bank, Cheltenham; Account Number: 00475707 Sort Code: 30-91-87 and include quote number as payment reference.

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<https://www.premiere-healthcare.co.uk/private-zero-rate-vat/>

Jones, Shania
01/12/2023 16:07:13



Powys Health Charity – Funding Application Form

Please choose who will benefit from this proposal (select all that apply):

Powys Teaching Health Board Staff and Volunteers	<input checked="" type="checkbox"/>
Powys Teaching Health Board Patients	<input checked="" type="checkbox"/>
Community Members	<input checked="" type="checkbox"/>
Other (specify below)	<input type="checkbox"/>

Please note which locality will benefit from this proposal (select all that apply):

North Powys	<input checked="" type="checkbox"/>
Mid Powys	<input checked="" type="checkbox"/>
South Powys	<input checked="" type="checkbox"/>
Other (specify below)	<input type="checkbox"/>

Please note the most relevant health and wellbeing area for this proposal (e.g. mental health, recovery from COVID-19, physiotherapy, cancer care, etc.)

As part of the Health and Care Strategy, Workforce Futures enabler, the volunteer offer could encompass all areas of the health board for example:
In-Patients across all wards within county – including mental health, vaccination programme, support services, community nursing (via telephone vol / buddies) . This also supports our corporate social responsibility commitment .

Please submit this application as a word document via email to

pthb.charity@wales.nhs.uk



Project summary – Provide a brief summary of the proposal and outline what it aims to address.

Over the past two and a half years, PAVO have taken day-to-day responsibility for recruitment and management of Powys Teaching Health Board's (PTHB) volunteers in all Health Board settings through a Memorandum of Understanding.

Since the restructure of Vaccination programme (post Covid), and the refined human resources required to support its delivery, it has been agreed that the recruitment, and direct management, of volunteers will be undertaken by the Health Board rather than PAVO.

Importantly, as part of the recent Vaccination service restructure there was no 'budget line' for the payment of volunteer expenses.

The current Health Board's volunteering policy has been reviewed and to support the deployment of the policy, the overall aim is to re-launch the Health Boards Volunteer programme and increase the numbers of volunteers supporting, and improving, the well-being of patients, whilst also enabling our staff to spend more time focusing on the clinical delivery elements.

To enable the Health Board to effectively recruit and deploy volunteers, it is essential that there is a mechanism to fund 'agreed out of pocket expenses' as well as other delivery costs (such as DBS checks, name badges, polo shirts, etc.).

On the 30th November 2023 the HB's Executive Committee approved the submission for the Workforce and OD team to seek funding support from Powys Charitable funds for volunteer programme expenses. Initially for a 12-month period and then reviewed.

Background – Outline any relevant information that will provide context for the proposal, including the need and any previous proposals or projects.

Over the years the Health Board has recruited small pockets of volunteers, enabling members of the local community to work successfully with service teams across the organisation, and provide valuable support to patients and their relatives.

During the pandemic, there was a significant increase in volunteers, particularly working within the Mass Vaccination centres, (circa 500+ volunteers at the height of the Covid Pandemic) who made an important

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contribution to the NHS' capacity and resilience during this period. However, since 2021, there has been a noticeable reduction in volunteers (currently we have 5 registered volunteers, 3 of whom are active).

Going forward, the overall aim is to re-invigorate PTHB's volunteer programme seeking to increase the number of adult participants as well as engaging younger members of the community.

To support the recruitment of younger people, as part of the Workforce Futures (WFF) Academy Careers Education Enterprise Scheme (ACEES), the plan is to offer 16 – 18-year-olds the opportunity to volunteer as part of their wider academic studies not only gaining experience across the health sector but also providing them with an insight into longer-term work opportunities.

Also, since the restructure of Vaccination programme, and the refined human resources required to support its delivery, it has been agreed that the recruitment, and direct management, of volunteers will be undertaken by the Health Board rather than PAVO. Now that the current Health Board's volunteering policy has been reviewed, the overall aim is to re-launch the Volunteer programme and increase the numbers of volunteers supporting, and improving, the well-being of patients, whilst also enabling our staff to spend more time focusing on the clinical delivery elements. By bringing the management and coordination of volunteers back into the Health Board, this will enable PTHB to improve the support, training, and safeguarding, of individual volunteers so that their overall experience of volunteering is enhanced.

In the context of funding, during COVID, PAVO recharged all expenses in relation to administration and management of volunteers, plus 'out of pocket'/ travel expenses, through the MOU. As services returned to "business as usual", these costs, and the associated budget, were absorbed by the Mass Vaccination programme as part of an overall realignment of costs. Most recently, as part of the Vaccination service restructure there was no 'budget line' for the payment of volunteer expenses.

Project plan – Please provide a detailed breakdown of the project, how it will address need and a timeline for delivery.

The overall aim of this refreshed volunteer programme is to not only to increase the numbers of volunteers working across the Health Board but also to improve the well-being of patients, whilst enabling our staff to spend more time focusing on the clinical delivery elements.

Also, by bringing the management and coordination of volunteers back into the Health Board, this will enable PTHB to improve the support, training and

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pthb.charity@wales.nhs.uk



development of individual volunteers so that their overall experience of volunteering is enhanced.

As part of the implementation, a volunteer framework/strategy will be developed as part of Workforce Futures (WFF) which will describe each of the partners (PTHB, Powys County Council and third sector organisations including PAVO, Credu, Healthwatch) approaches to utilising volunteers, engagement with service areas and recruitment and deployment of the volunteers, roles and responsibilities, toolkits, training etc.

Also, as part of the WFF ACEES, the plan is to offer 16 – 18-year-olds the opportunity to volunteer as part of their wider academic studies not only gaining experience across the health sector but also providing them with an insight into longer-term work opportunities. The volunteering placement offer will also be extended to those studying health and social care / child care within our local further education colleges.

Since the restructure of Vaccination programme, and the refined human resources required to support its delivery, it has been agreed that the recruitment, and direct management, of volunteers will be undertaken by the Health Board rather than PAVO who previously had day-to-day responsibility for recruitment and management of PTHB's volunteers in all Health Board settings.

As part of the programme of work identified, the key areas of work are as follows:

- On-going discussions with partners via the WFF School of Volunteers and Carers regarding framework development
- Policy Review and approval and communication of policy
- Initial engagement of internal (PTHB) service teams to identify opportunities
- Confirmation of volunteer programme funding – this application
- Ongoing development of Volunteer toolkit - Dec'23-Feb'24
- Volunteer story at Board in Nov 2023
- Launch of new volunteer awareness programme - Jan'24 (*early work with ACEES started in Dec'23*)
- Implementation of new programme
- On-going recruitment of new volunteers

Evaluation & Legacy – Detail your plans for evaluating the project and explain the project's sustainability.

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As this will be an ongoing programme to recruit volunteers, at a practical level, it is proposed that the Joint Health & Care Volunteer/Carers Manager would report monthly, the financial costs and the associated number of recruited volunteers, to the Assistant Director of WOD. This would cover incurred costs, within agreed key categories, against the number of volunteers (both adults and individuals from the ACEES scheme).

This initial frequency of monitoring would enable regular checks on the budgetary impact, particularly over the early months, as the uptake by local Colleges/Schools, and the enthusiasm from local communities, is unknown. Additionally, this initial high level of monitoring will inform the required costs for future years.

Looking forward, this data will also show the number of new, on-going and retired volunteers, and associated costs, to demonstrate the success and longer-term sustainability of the programme. Aspects of this will be presented internally at , Executives, Local Partnership Forum, Workforce and Culture Committee and also into the Workforce Futures programme board.

All or any of this information would be presented to the Powys Health Charity, as required, on a monthly basis or at a frequency suitable for the organisations own reporting.

More broadly, and to demonstrate the benefits of this proposed new programme, we will also routinely engage with internal PTHB "staff service users" about the benefits of the volunteers who are working with them. Agreeing over the months whether, going forward, there are additional training needs, and how we can ensure demonstrable "added value" from volunteers being part of their team.

Finally, we would ensure regular "check-ins" with volunteers to ensure the overall programme is working well for them, that they feel valued and part of the wider Health Board team, and any areas where improvements could be made. Also, as numbers increase, and volunteers are recruited across the whole County, we intend to develop an appropriate communication programme to demonstrate commitment to those offering their time, freely, to the Health Board.

Resources – Try to provide a detailed breakdown of the budget and resources required, including quantities and cost per item.

Jones, Shania
01/12/2023 16:17:13

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The overall strategic management of this programme will be overseen by the Assistant Director of Workforce and OD within PTHB; with day-to-day management being overseen by the Joint Health and Care Volunteer/Carers Manager (who works within the WFF Health and Care Academy).

Based on the zero budget post-Covid structural changes, this application for funding will be used to cover agreed volunteer direct costs and expenses as listed below.

With the return to the “new normal”, it is hard to know how many adults will come forward as local volunteers. Additionally, the focus on engagement of younger people through the ACEES programme, could provide for a significant number of younger applicants. Overall, it is hard to know how many volunteers will be recruited over the next 12 months.

Although the expectation is that volunteers would be allocated to roles in their local communities, rather than travelling significant distances to fulfil their roles (as was the case during Covid), there will still be costs associated with this programme.

In terms of estimating funding for this application, our proposed budget breakdown (below) has been calculated based on 20 adults and 30 under 18yr olds in a 12-month period.

It should be noted that although the overall intent is to ensure that volunteers are not “out of pocket” and their costs are reimbursed. However, we believe that there will be some volunteers living closer to their chosen volunteer base who will not request payment for mileage and/or expenses. Also, in some cases, despite the opportunity to reclaim costs, some volunteers will not wish to.

That said, based on the potential for recruiting up to twenty local adult volunteers and supporting up to thirty 16 – 18-year-olds within their academic studies, we would estimate the following:

- ID badges will cost around £5.00 per volunteer – $50 \times £5.00 = £250$
- DBS checks for 50 adult volunteers – $50 \times £18 = £900$ (*estimate based on current best information*)
- Adult volunteers reclaiming on average £5.60/day (*an average of 10 miles round trip*), attending one day a week: $20 \times 48 \text{ per mile} \times £5.60 = £5,376$
- Student volunteers reclaiming up to £3.00/day, attending two days each month: $30 \times 24 \times £3 = £2,160$

Please submit this application as a word document via email to

pthb.charity@wales.nhs.uk



- Additional expenses (*these are hard to estimate, based on limited evidence*) - a generic sum of £500 has been included as we do not anticipate many additional expenses will be claimed.
- Polo shirts for each volunteer: 50 x £5 = £250
- Additional costs associated with communications and other support costs: £950.

Overall, based on the assessment and criteria above, the estimated total costs would be around £10,386 for a 12-month period.

With the above in mind the application has been made for £10,500 for a 12-month period, which will likely split over two financial years (circa. £2,600 from December 2023 through to the end of March 2024).

Contact details

Name: Victoria Sharpe Joint Volunteer and Carers Manager

Email address: victoria.sharpe@wales.nhs.uk

Phone number: -

Delivery address (if applicable):

Declaration

I have read the PTHB Charitable Funds staff guidance document.



I have read the FCP policy.



Please see this link to PTHB Financial policies [here](#).

No items or services should be procured or ordered before receiving authorisation to do so from the Finance team. You will receive a unique project budget code and guidance on how to procure via Charitable Funds.

I confirm that this funding will only be used for the purposes specified in this application.



Applicant

Please submit this application as a word document via email to

pthb.charity@wales.nhs.uk



Name: Victoria Sharpe
Volunteer/Carers Manager

Role: Joint Health and Care

Signature: See below

Date: 30.11.23

Name: Sarah Powell

Role: Assistant Director OD, WOD

Signature: see below as can't embed

Date: 29.11.23

Approving executive director (if request is above £25,000)

Jones, Shania
01/12/2023 16:17:13

Please submit this application as a word document via email to
pthb.charity@wales.nhs.uk

Agenda item: 2.2

Charitable Funds Committee		Date of Meeting: 7th December 2023
Subject :	RATIFICATION OF EXPENDITURE APPROVED BY THOSE WITH RELEVANT DELEGATIONS	
Approved and Presented by:	Head of Financial Services	
Prepared by:	Head of Financial Services	
Other Committees and meetings considered at:	None	

PURPOSE:

To receive for information items of expenditure approved by those with relevant delegations during September 2023 to October 2023.

RECOMMENDATION(S):

The Charitable Funds Committee is requested to NOTE items with a combined value of £12,783 attached that have been approved for expenditure during September 2023 to October 2023.

Approval/Ratification/Decision¹	Discussion	Information
✓		

¹ Equality Impact Assessment (EiA) must be undertaken to support all organisational decision-making at a strategic level

THE PAPER IS ALIGNED TO THE DELIVERY OF THE FOLLOWING STRATEGIC OBJECTIVE(S) AND HEALTH AND CARE STANDARD(S):

Strategic Objectives:	1. Focus on Wellbeing	✓
	2. Provide Early Help and Support	✗
	3. Tackle the Big Four	✗
	4. Enable Joined up Care	✗
	5. Develop Workforce Futures	✗
	6. Promote Innovative Environments	✗
	7. Put Digital First	✗
	8. Transforming in Partnership	✗
Health and Care Standards:	1. Staying Healthy	✓
	2. Safe Care	✓
	3. Effective Care	✓
	4. Dignified Care	✓
	5. Timely Care	✓
	6. Individual Care	✓
	7. Staff and Resources	✓
	8. Governance, Leadership & Accountability	✓

EXECUTIVE SUMMARY:

All items of expenditure from Charitable Funds must not be committed prior to the approval of expenditure from either the Charitable Funds Committee or the Executive Directors/Assistant Directors delegated with this responsibility in line with the Charitable Funds Strategy and Policy document.

DETAILED BACKGROUND AND ASSESSMENT:

It is a requirement that all items of expenditure are notified to the committee for information at its next available committee meeting. Items with a combined value of £12,783 attached have been approved for expenditure during September 2023 to October 2023.

This listing is provided at Appendix A.

Jones, Siania
01/12/2023 16:07:13

This excludes expenditure approved against the Covid Fund which is subject to a separate reporting to the committee.

Delegated managers are Assistant Directors/Executive Directors in line with the Charitable Funds revised Financial Control Procedure approved at the December 2022 meeting.

NEXT STEPS:

There are no next steps required as a result of this paper.

Jones, Shania
01/12/2023 16:07:13

Appendix A

Powys Teaching Health Board
Charitable Funds
Items Approved Sep 2023 to Oct 2023

Fund	Item	Reason for purchase	£	Approved
Items Approved Sep 23				
General Purposes Welshpool	2 x Comfort Chairs	For additional comfort of clients and birthing partners using the service, as they usually are there for a period of time	460	D Farnsworth
General Purposes Welshpool	Venepuncture and cannulation training aids	The equipment to enable staff members to undertake supervised clinical skills practice in a simulated environment, with the aim of increasing staff confidence in skills that are infrequently used but are vital when needed.	546	D Farnsworth
General Purposes Machynlleth	Venepuncture and cannulation training aids	The equipment to enable staff members to undertake supervised clinical skills practice in a simulated environment, with the aim of increasing staff confidence in skills that are infrequently used but are vital when needed.	546	D Farnsworth
General Purposes Newtown	Venepuncture and cannulation training aids	The equipment to enable staff members to undertake supervised clinical skills practice in a simulated environment, with the aim of increasing staff confidence in skills that are infrequently used but are vital when needed.	546	D Farnsworth
General Purposes Llanidloes	Venepuncture and cannulation training aids	The equipment to enable staff members to undertake supervised clinical skills practice in a simulated environment, with the aim of increasing staff confidence in skills that are infrequently used but are vital when needed.	546	D Farnsworth
General Purposes Knighton	Venepuncture and cannulation training aids	The equipment to enable staff members to undertake supervised clinical skills practice in a simulated environment, with the aim of increasing staff confidence in skills that are infrequently used but are vital when needed.	546	D Farnsworth
General Purposes Llandrindod	Venepuncture and cannulation training aids	The equipment to enable staff members to undertake supervised clinical skills practice in a simulated environment, with the aim of increasing staff confidence in skills that are infrequently used but are vital when needed.	546	D Farnsworth
General Purposes Brecon	Venepuncture and cannulation training aids	The equipment to enable staff members to undertake supervised clinical skills practice in a simulated environment, with the aim of increasing staff confidence in skills that are infrequently used but are vital when needed.	546	D Farnsworth
General Purposes Ystradgynlais	Venepuncture and cannulation training aids	The equipment to enable staff members to undertake supervised clinical skills practice in a simulated environment, with the aim of increasing staff confidence in skills that are infrequently used but are vital when needed.	546	D Farnsworth
Palliative Care	Palliative Workshop	The workshop will be focused around enhancing service provision for those in the last year of life, helping to build services that meet the needs of the individual and those important to them.	65	D Farnsworth
General Purposes Llanidloes	Day Room Café refurbishment/enhancement	To develop a dementia friendly 'Café' in our day room. This will enhance patient experience as this will be hugely beneficial for their wellbeing and rehab.	4,981	D Farnsworth
Diabetes Service Fund	XPERT insulin white board	Requested by Diabetes Specialist Nurse and Dietician to deliver X-PERT Insulin Structured education programme for people with Type 2 Diabetes on Insulin	600	D Farnsworth
Items Approved Oct 23				
AMI Legacy	Dementia Friendly Hospital Charter	To provide a large, lockable notice board for each of the health board's wards, to raise the profile and awareness of the Dementia Friendly Hospital Charter.	1,128	J Garfitt
Newtown General Purposes	Furnishing new wellbeing area	New furnitures/equipments needed for wellbeing area in building for North Mental Health Teams	600	D Farnsworth
AMI Legacy	Felindre Ward Stickers	The large wall stickers will provide a therapeutic and relaxing space for patients in their room, to help recovery with their mental health	500	J Garfitt
Brecon Training Legacy	Training/forum for DNS	To bring together leaders from the District Nurses with Specialist nurses, PTHB leaders and educational specialists. It offers structured time for feedback, learning from successes and failures and helps to build unity within the organisation.	80	D Farnsworth
TOTAL			12,783	

AGENDA ITEM: 2.3

Charitable Funds Committee		DATE OF MEETING: 07 December 2023
Subject :	Charitable Funds FCP 007 Policy, Guidance and Terms of Reference	
Approved and Presented by:	Charity Manager	
Prepared by:	Charity Manager	
Considered by Executive Committee on:	N/A	
Other Committees and meetings considered at:	N/A	

PURPOSE:

The purpose of this paper is to present an updated version of the Charitable Funds Policy and Guidance document for PTHB staff (FCP 007), Terms of Reference, and Donations and Gifts Guidance for Staff documents which are due for review.

RECOMMENDATION(S):

The Charitable Funds Committee is requested to REVIEW and APPROVE the following documents:

- **Charitable Funds FCP 007 Policy**
- **Charitable Funds Committee - Terms of Reference**
- **Donations and Gifts Guidance**

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01/12/2023 16:07:11

Approval/Ratification/Decision ¹	Discussion	Information
✓	x	x

THE PAPER IS ALIGNED TO THE DELIVERY OF THE FOLLOWING STRATEGIC OBJECTIVE(S) AND HEALTH AND CARE STANDARD(S):

Strategic Objectives:	1. Provide Early Help and Support	✓
	2. Tackle the Big Four	✓
	3. Enable Joined up Care	✓
	4. Develop Workforce Futures	
	5. Promote Innovative Environments	✓
	6. Put Digital First	
	7. Transforming in Partnership	✓
Health and Care Standards:	1. Staying Healthy	✓
	2. Safe Care	✓
	3. Effective Care	✓
	4. Dignified Care	✓
	5. Timely Care	✓
	6. Individual Care	✓
	7. Staff and Resources	✓
	8. Governance, Leadership & Accountability	✓

EXECUTIVE SUMMARY:

The Terms of Reference and Charitable Funds staff policy and guidance documents presented here are updates of the existing documents that can be found on the PTHB intranet and websites, last reviewed in December 2022.

The full details of the documents can be found at Appendix a-c.

DETAILED BACKGROUND AND ASSESSMENT:

Following the previous review in December 2022, these documents are now once again due for review by the Charitable Funds Committee in line with the Committee's standard governance requirements.

Updates made to the documents have been highlighted for the attention of the Committee.

¹ Equality Impact Assessment (EiA) must be undertaken to support all organisational decision making at a strategic level
Terms of Reference, Guidance,
and Charitable Funds FCP 007
Policy

NEXT STEPS:

Once reviewed and approved by the Committee, updated documents will be sent to the Board for final approval and the documents will be updated and published on the PTHB website, staff intranet and Sharepoint sites. The documents will also be updated with the dates of the next review point.

The following Impact Assessment must be completed for all reports requesting Approval, Ratification or Decision, in-line with the Health Board's Equality Impact Assessment Policy (HR075):

IMPACT ASSESSMENT				
Equality Act 2010, Protected Characteristics:				
	No impact	Adverse	Differential	Positive
Age	✓			
Disability	✓			
Gender reassignment	✓			
Pregnancy and maternity	✓			
Race	✓			
Religion/ Belief	✓			
Sex	✓			
Sexual Orientation	✓			
Marriage and civil partnership	✓			
Welsh Language	✓			
Statement <i>Please provide supporting narrative for any adverse, differential or positive impact that may arise from a decision being taken</i>				
Risk Assessment:				
	Level of risk identified		Statement	

	None	Low	Moderate	High	Please provide supporting narrative for any risks identified that may occur if a decision is taken
Clinical	✓				
Financial	✓				
Corporate	✓				
Operational	✓				
Reputational	✓				

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01/12/2023 16:07:14



GIG
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NHS
WALES

Bwrdd Iechyd
Addysgu Powys
Powys Teaching
Health Board

Charitable Funds Committee

Terms of Reference & Operating Arrangements

December 2023

Jones, Shania
01/12/2023 16:07:13

1. INTRODUCTION

- 1.1 Section 2 of Powys Teaching Health Board's (referred to throughout this document as PTHB or the health board) Standing Orders provides that *"The Board may and, where directed by the Welsh Government must, appoint Committees of the HEALTH BOARD either to undertake specific functions on the Board's behalf or to provide advice and assurance to the Board in the exercise of its functions. The Board's commitment to openness and transparency in the conduct of all its business extends equally to the work carried out on its behalf by committees"*.
- 1.2 In line with Standing Orders and PTHB's Scheme of Delegation, the Board has established a committee to be known as the **Charitable Funds Committee** (referred to throughout this document as 'the Committee'). The Committee has been established in order to enable the scrutiny and review of matters related to the health board's charitable funds to a level of depth and detail not possible in Board meetings.
- 1.3 The detailed Terms of Reference and operating arrangements set by the Board in respect of this Committee are detailed below.

2. PURPOSE

- 2.1 The purpose of the Committee is to:
- Oversee the strategic direction and development of PTHB's Charity;
 - make and monitor arrangements for the control and management of the Charity's Funds, within the budget, priorities and spending criteria determined by the Board and consistent with the legislative framework; and
 - provide assurance to the Board, in its role as corporate trustee, of the charitable funds held and administered by the Health Board.

Jones, Shania
01/12/2023 16:07:13

3. SCOPE AND DUTIES

The Charitable Funds Committee shall:

- Oversee the strategic direction and development of the PTHB Charity, including its annual programme of work; branding and promotion and fundraising activities.
- operate within the budget, priorities and spending criteria determined by the health board, and should be consistent with the requirements of the **Charities Act 2022** (or any modification of these acts) to apply the charitable funds in accordance with its respective governing documents.
- devise, implement and approve appropriate procedures and policies to ensure that fundraising and accounting systems are robust, donations received are coded as instructed and that all expenditure is reasonable, clinically and ethically appropriate.
- ensure that the health board's policies and procedures for charitable funds investments are followed.
- make decisions involving the sound investment of charitable funds in a way that both preserves their value and produces a proper return consistent with prudent investment and ensuring compliance with:
 - ✓ Trustee Act 2000
 - ✓ **The Charities Act 2022**
 - ✓ Terms of the fund's governing documents
- receive at least twice a year reports for ratification from the Director of Finance and IT the investment decisions and action taken through delegated powers upon the advice of the health board's investment adviser.
- oversee and monitor the functions performed by the Director of Finance and IT as defined in the health board's Standing Financial Instructions.
- monitor the progress of Charitable Appeal Funds where these are in place and considered to be material.
- monitor and review the health board's scheme of delegation for Charitable Funds expenditure and to set and reflect in Financial Procedures the approved delegated limits for expenditure from Charitable Funds.

Jones, Shania
01/12/2023 16:07:13

4. DELEGATED POWERS AND DUTIES OF THE DIRECTOR OF FINANCE

4.1 The Director of Finance has prime responsibility for the health board's Charitable Funds as defined in the health board's Standing Financial Instructions. The specific powers, duties and responsibilities delegated to the Director of Finance are:

- The administration of all existing charitable funds;
- To identify any new charity that may be created (of which the health board is trustee) and to deal with any legal steps that may be required to formalise the trusts of any such charity;
- Provide guidelines with respect to donations, legacies and bequests, fundraising and trading income;
- Responsibility for the management of investment of funds held on trust;
- Ensure appropriate banking services are available to the health board; and
- Prepare reports to the health board Board including the Annual Accounts.

5. DELEGATED POWERS AND AUTHORITY

5.1 The Committee is responsible for:

- Overseeing the day to day management of the investments of the charitable funds in accordance with the investment strategy set down from time to time by the Trustees, and in accordance with the requirements of the health board's Standing Financial Instructions.
- The appointment of an Investment Manager (where appropriate) to advise it on investment matters and may delegate day-to-day management of some or all of the investments to that Investment Manager. The Investment Manager, if appointed, must actively manage the charitable fund on behalf of Trustees. In exercising this power the Committee must ensure that:

Jones, Shania
01/12/2023 16:07:13

- ✓ The scope of the power delegated is clearly set out in writing and communicated with the person or persons who will exercise it;
 - ✓ There are in place adequate internal controls and procedures which will ensure that the power is being exercised properly and prudently;
 - ✓ The performance of the person or persons exercising the delegated power is regularly reviewed;
 - ✓ Where an investment manager is appointed, that the person is regulated under the Financial Services Act 1986;
 - ✓ Acquisitions or disposal of a material nature outside the terms of agreement must always have written authority of the Committee or the Chair of the Committee in conjunction with the Director of Finance.
- Ensuring that the banking arrangements for the charitable funds should be kept entirely distinct from the health board's NHS funds.
 - Ensuring that arrangements are in place to maintain current account balances at minimum operational levels consistent with meeting expenditure obligations, the balance of funds being invested in interest bearing deposit accounts.
 - The amount to be invested or redeemed from the sale of investments shall have regard to the requirements for immediate and future expenditure commitments.
 - The operation of an investment pool when this is considered appropriate to the charity in accordance with charity law and the directions and guidance of the Charity Commission. The Committee shall propose the basis to the Board of PTHB for applying accrued income to individual funds in line with charity law and Charity Commission guidance.
 - Obtaining appropriate professional advice to support its investment activities.
 - Regularly reviewing investments to see if other opportunities or investment services offer a better return.
 - Reviewing alternative sources of funding to donations and legacies which could provide the Committee with additional leverage and access to additional funds.

Jones, Shania
01/12/2023 16:07:13

- By giving reasonable notice, require the attendance of any of the officers or employees and auditors of the Board at any meeting.

Authority

5.2 The Committee is authorised by the Board to investigate or have investigated any activity within its terms of reference. In doing so, the Committee shall have the right to inspect any books, records or documents of the health board relevant to the Committee's remit and ensuring patient/client and staff confidentiality, as appropriate. It may seek any relevant information from any:

- employee (and all employees are directed to cooperate with any reasonable request made by the Committee); and
- any other committee, sub committee or group set up by the Board to assist it in the delivery of its functions.

5.3 The Committee is authorised by the Board to obtain outside legal or other independent professional advice and to secure the attendance of outsiders with relevant experience and expertise if it considers it necessary, in accordance with the Board's procurement, budgetary and other requirements.

Access

5.4 The Head of Internal Audit shall have unrestricted and confidential access to the Chair of the Committee.

5.5 The Chair of the Committee shall have reasonable access to Executive Directors and other relevant senior staff.

Sub Committees

5.6 The Committee may, subject to the approval of the health board Board, establish sub committees or task and finish groups to carry out on its behalf specific aspects of Committee business.

6. MEMBERSHIP

Members

Jones, Shania
01/12/2023 16:07:13

6.1 A minimum of five (5) members, comprising:

Chair Independent Member of the Board

Members

- Independent Member of the Board x3
- Director of Finance and IT
- One nominated Executive Director

Attendees

6.2 In attendance

- Director of Corporate Governance/Board Secretary
- Charity Manager
- Head of Financial Services

Secretariat

6.3 Secretary As determined by the Board Secretary

Member Appointments

6.4 The membership of the Committee shall be determined by the Board, based on the recommendation of the Chair of PTHB - taking account of the balance of skills and expertise necessary to deliver the Committee's remit and subject to any specific requirements or directions made by the Welsh Government.

6.5 Members shall be appointed to hold office for a period of one year at a time, up to a maximum of their term of office. During this time a member may resign or be removed by the Board.

6.6 Terms and conditions of appointment, (including any remuneration and reimbursement) in respect of co-opted independent external members are determined by the Board, based upon the recommendation of the Chair of PTHB.

Support to Committee Members

6.7 The Board Secretary, on behalf of the Committee Chair, shall:

Jones, Shania
01/12/2023 16:07:13

- arrange the provision of advice and support to committee members on any aspect related to the conduct of their role; and
- ensure the provision of a programme of organisational development (OD) for committee members as part of the health board's overall OD programme developed by the Director of Workforce & OD.

7. COMMITTEE MEETINGS

Quorum

- 7.1 At least **three** members must be present to ensure the quorum of the Committee. Of these three, two must be independent members (one of whom is the Chair or Vice Chair and one must be the Director of Finance and IT, or nominated representative).
- 7.2 Where members notify the Committee Chair or Committee Secretariat that they are unable to attend a meeting, and there is a danger that the Committee will not be quorate the Chair can invite another independent member to become a temporary member of the Committee.

Frequency of Meetings

- 7.3 The Chair of the Committee in agreement with Committee Members, shall determine the timing and frequency of meetings. However, meetings shall be held no less than quarterly, and in line with the health board's annual plan of Board Business. However, additional meetings will be called in agreement with the Chair of the Committee if urgent business is required to be taken forward between scheduled meetings.

Withdrawal of individuals in attendance

- 7.4 There may be circumstances where it would not be in the public interest to discuss a matter in public, e.g., business that relates to a confidential matter. In such cases the Chair (advised by the Board Secretary where appropriate) shall schedule these issues accordingly and require that any observers withdraw from the meeting. In doing so, the Committee shall resolve:

Jones, Shania
01/12/2023 16:07:13

That representatives of the press and other members of the public be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest in accordance with Section 1(2) Public Bodies (Admission to Meetings) Act 1960 (c.67).

In these circumstances, when the Committee is not meeting in public session it shall operate in private session, formally reporting any decisions taken to the next meeting of the Committee in public session.

8. RELATIONSHIP & ACCOUNTABILITIES WITH THE BOARD AND ITS COMMITTEES/GROUPS

- 8.1 Although the Board has delegated authority to the Committee for the exercise of certain functions as set out within these terms of reference, it retains overall responsibility and accountability for the Charitable Funds agenda. The Committee is directly accountable to the Board for its performance in exercising the functions set out in these terms of reference.
- 8.2 The Committee, through its Chair and members, shall work closely with the Board's other committees, joint and sub committees and groups to provide advice and assurance to the Board through the:
- joint planning and co-ordination of Board and Committee business;
 - sharing of appropriate information; and
 - appropriate escalation of concerns.
- in doing so, contributing to the integration of good governance across the organisation, ensuring that all sources of assurance are incorporated into the Board's overall risk and assurance framework.
- 8.3 The Committee shall embed the health board's corporate standards, priorities and requirements, e.g., equality and human rights through the conduct of its business.

9. REPORTING AND ASSURANCE ARRANGEMENTS

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01/12/2023 16:07:13

9.1 The Committee Chair shall:

- report formally, regularly and on a timely basis to the Board on the Committee's activities. This includes verbal updates on activity, and written reports;
- bring to the Board's specific attention any significant matters under consideration by the Committee;
- ensure appropriate escalation arrangements are in place to alert the Chair of PTHB, Chief Executive or Chairs of other relevant committees/groups of any urgent/critical matters that may affect the operation and/or reputation of the Health Board.

9.2 The Board may also require the Committee Chair to report upon the Committee's activities at public meetings, e.g., Annual General Meeting, or to community partners and other stakeholders, where this is considered appropriate, e.g., where the committee's assurance role relates to a joint or shared responsibility.

9.3 The Board Secretary shall oversee a process of regular and rigorous self-assessment and evaluation of the Committee's performance and operation including that of further committees established.

9.4 The Committee shall provide a written annual report to the Board on its activities. The report will also record the results of the Committee's self-assessment and evaluation.

10. APPLICABILITY OF STANDING ORDERS TO COMMITTEE BUSINESS

10.1 The requirements for the conduct of business as set out in PTHB's Standing Orders are equally applicable to the operation of the Committee, except in the following areas:

- Quorum
- Issue of Committee papers
- The Committee will not hold its meetings in public

11. CHAIR'S ACTION ON URGENT MATTERS

11.1 There may, occasionally, be circumstances where decisions which would normally be made by the Committee need to be taken between scheduled meetings, and it is not practicable to call a meeting of the Committee. In these circumstances, the Chair of the Committee, supported by the Board Secretary as

Jones, Shania
01/12/2023 16:07:13

appropriate, may deal with the matter on behalf of the Committee - after first consulting with at least one other Independent Members of the Committee and the Director of Finance. The Board Secretary must ensure that any such action is formally recorded and reported to the next meeting of the Committee for consideration and ratification.

- 11.2 Chair's action may not be taken where the Chair has a personal or business interest in the urgent matter requiring a decision.

12. REVIEW

- 12.1 These Terms of Reference shall be reviewed annually by the Committee. The Committee Chair will report any changes to the Board, via the Audit Committee, for ratification.

Jones, Shania
01/12/2023 16:07:13

FCP 007

CHARITABLE FUNDS POLICY AND GUIDANCE FOR STAFF

Date	Version	Review Date
Feb 2004	1	Feb 2007
May 2008	2	May 2011
Oct 2011	3	Oct 2014
Jan 2014	4 - Considerable change to include guidance for Staff to support Charitable Funds Strategy adopted Nov 2012.	Jan 2017
Jun 2020	5	Jun 2022
Dec 2022	6	Dec 2023
Dec 2023	7	Dec 2024
Responsible Officer	Charity Manager	
Approved by	Charitable Funds Committee	

Report Distribution: Seventh Issue

	Date Sent	Reviewed	Adopted
Approval by Charitable Funds Committee	N/A	7 Dec 2023	

PROPRIETARY INFORMATION

This document contains proprietary information belonging to the Powys (t) Health Board. Please do not produce all or any part of this document without written permission from the Board.

Jones, Shania
01/12/2023 16:07:13

Contents

1. Introduction

Definition of Charitable Funds

Powys Teaching Local Health Board Charitable Funds

Our Values

Strategic Aims

Objectives and Activities

2. Stewardship of Funds

Principles that Apply

Changes to the Charity

Investment Strategy

Ethical Policy

Attitude to Risk

3. Fund Distribution and Expenditure

Spending of Funds

General criteria for expenditure

Priorities for expenditure

Authorisation of expenditure

Fund opening

4. Governance of Charitable Funds

Responsibilities of the Trustees/Board

Responsibilities of the Charitable Funds Committee

Responsibilities of the Director of Finance

Responsibilities of Charity Manager

Responsibilities of the Fund Managers

5. Fundraising

6. Review

7. Appendix 1 – Guidance for Staff

Jones, Shania
01/12/2023 16:07:13

1. Introduction

Definition of Charitable Funds

Charitable funds in the NHS originate from a variety of different sources including donations, legacies and through fundraising and may be for a specific or general purpose.

In order to be deemed charitable, funds held by the Health Board must have purposes which are for the general public good. The Health Board Deed for Powys Teaching Local Health Board Charitable Fund also allows charitable monies to be applied for purposes relating to the National Health Service and therefore funds are used for the benefit of patients and staff.

There are three main types of charitable funds recognised in law, including:-

- (a) Endowment Funds – where the 'lump sum' donation remains the same and only the interest is available for use;
- (b) Restricted Funds – where the donation has been made for a specific purpose, and
- (c) Unrestricted Funds – where the donation was general and as such is available for any charitable purpose.

Powys Teaching Health Board Charity

Powys Teaching Local Health Board Charitable Fund was formally created on the 28th May 2004 by a 'Deed of Arrangement' and replaced the Powys Health Care NHS Trust Charitable Fund, which had been in existence since 26th July 1996, following the transfer of charitable funds from Dyfed Powys Health Authority.

The Charity has an umbrella Charity registration under which funds are registered together under a single 'main' registration number.

Charitable funds donated to the charity are accepted, held and administered as funds and property held on trust for purposes relating to the health service in accordance with the National Health Service Act 1977 and the National Health Service and Community Care Act 1990.

The Teaching Local Health Board is the Corporate Trustee of the Charitable Funds governed by the law applicable to Local Health Boards, principally the Trustee Act 2000 and also the law applicable to Charities, which is governed by the **Charities Act 2022**.

The Board devolves responsibility for the on-going management of the charity to the Charitable Funds committee who administer the funds on behalf of the Corporate

Trustee.

Our Values

Powys Health Charity aims to support the health and wellbeing of staff, patients and communities across Powys. Wherever possible, Powys Health Charity will strive to support the health and wellbeing of the people of Powys whilst adhering to the following values:

Accessible

- Ensure that wherever possible the Charity's investment in local health care brings benefit to the community, the wider NHS and beyond.

Collaborative

- Look to support health improvement projects and cultivate partnerships which enable people to live healthy lives.

Inclusive

- Embrace equality and diversity by ensuring the Charity is of, by, and for, the people of Powys.

Innovative

- Play a key role in the development of greatly improved health care for Powys.

Sustainable

- Utilise the Charity's existing and future assets to strengthen its strategic priorities and deliver positive long-term impacts for Powys.

Strategic Aims

The priorities for the Powys Health Charity strategy have been identified through consultation with the Charity's stakeholders, which includes PTHB staff and Board members, third sector partners, patients and their families, as well as members of the community. They reflect our stakeholders' expectations of what Powys Health Charity can deliver and are linked to the strategic objectives of the Powys Teaching Health Board.

Demonstrating Responsible Leadership

- *Ensure the Health Board's Charitable Funds are managed responsibly to deliver sustained health and wellbeing improvements for many years to come in Powys.*

Upholding our Civic Mission

- *Uphold the vital civic leadership role of the Charity within the Powys community.*

Enhancing NHS Services

- *Provide transformational opportunities for learning, training and initiatives that can greatly improve the working environment for staff and enhance patient experience.*

Establishing a Culture of Collaboration

- *Through strong partnerships with other local organisations and projects, ensure greater joined up planning across health services and support cross sector collaborations between the public and voluntary sectors.*

Activities

Charitable funds are typically used for, but are not limited to, the following purposes:

Patients Expenditure:	Purchase of items of equipment, provision of services facilities not normally purchased or paid for by or in addition to the normal NHS provision.
Staff Expenditure:	<p>a) Motivation of staff by improving staff facilities and by providing services that improve staff wellbeing.</p> <p>b) Education of staff by providing education over and above what would normally be provided by the NHS.</p>

As laid down within Charity Commission Guidance all expenditure must fulfil a 'public benefit' criteria i.e. should provide benefit to as wide a group of people as possible.

2. Stewardship of Funds

Principles that Apply

Charitable funds must be applied for the purposes set out in the Health Board Deed as highlighted above and for no other purposes. The following principles apply:

- (a) the income and property of the charity must be applied with fairness and to persons who are properly qualified to benefit from it
- (b) the Trustee must act reasonably and prudently in all matters relating to the charity and must always bear in mind the interests of the charity
- (c) personal views or prejudices must not affect conduct
- (d) the same degree of care in dealing with the administration of the charity should be exercised as would be exercised in managing Health Board's other affairs

Changes to the Charity

The Corporate Trustee and/or its representatives have a legal duty to notify the Charity Commission of any changes in the registered particulars of the umbrella charity.

Investment Strategy

The overall aim in investing the Health Board's charitable funds is to maximise total return whilst balancing risks and the requirement for income. The first priority, however, must be the use of funds for the benefit of Powys.

The Trustee will annually review the investment strategy, taking advice as appropriate.

The Health Board's charitable funds can be invested in a number of different forms of investment and the balance between each will depend on the following, although cash holdings will usually be preferred for short term commitments:

- (a) the anticipated expenditure flows and therefore the need for liquidity;
- (b) the forecast returns from different investment instruments as advised by the Health Board's investment advisers in the light of current stock market trends;
- (c) other requirements such as the ethical policy (point below refers), and
- (d) the need to balance the interests of present and future beneficiaries.

The charity has a responsibility to ensure that it has sufficient monies held to meet all its commitments and obligations. Although the intention of the charity is to utilise funds in a timely manner there are instances where balances can be accumulated, and it is important that these balances are considered for placement on capital investment to ensure the best income return for the monies. All balances in investment and short-term accounts will be monitored by the Trustee.

Ethical Policy

The Trustee has its longer-term capital invested in an investment fund which excludes all companies with any involvement in the production of landmines or cluster bombs and companies with a significant involvement in tobacco, the production of pornography, and online gambling.

Attitude to Risk

The Trustee has adopted a cautious approach to risk, based on the overall investment aim to at least maintain the real value of funds held, given the overall objective of expediting the beneficial expenditure of funds. The Charity operates under the same standard Financial Instructions (SFI's) and financial control procedures that are applied to the tHB's main operations. Income and Expenditure is monitored for each individual fund to ensure that spending and firm financial commitments remain within available fund limits.

3. Fund Distribution and Expenditure

Spending of Funds

The Trustee has a duty to spend charitable funds (with the exception of endowment funds) and not to allow them to accumulate unreasonably.

This expenditure must be in accordance with the explicit wishes of the

donor. All Fund Managers are to be reminded of their duty to spend funds on a regular basis.

The Trustee recognises, however, that for large items a certain amount of accumulation is required. Fund Managers will therefore be permitted to accumulate charitable funds for specific large-scale items and this intention should be clearly stated on the Annual Plans approved at local level.

Each charitable fund (with the exception of the capital element of endowment funds) should have an expenditure plan detailing how the fund is to be spent and over what timescale. All Fund Managers must have expenditure plans for the funds under their control and will be expected to actively pursue those plans. Items funded or purchased with charitable funds should enhance those provided through basic NHS care.

General Criteria for Expenditure

Expenditure should relate to one or more of the following criteria:

- (a) the health of the population
- (b) the benefit of patients and/or carers
- (c) the benefit of staff in delivering their service
- (d) the Health Board's core values
- (e) the Health Board's strategic goals

Priorities for Expenditure

With the exception of restricted funds, charitable funds expenditure is to be in line with one or more of the following priorities:

- (a) the enhancement of facilities for patients, carers or staff, where this would be in addition to the statutory provision ordinarily afforded by the NHS;
- (b) the purchase or replacement of equipment, where this would be in addition to or in advance of the statutory provision otherwise afforded by the NHS, and
- (c) for the training and wellbeing of staff employed by the Health Board, where this would be in addition to the mandatory provision ordinarily afforded by the NHS;
- (d) development of service provision via research and development or pilot Schemes;
- (e) prevention or awareness raising work that can positively impact local health and wellbeing.

Spending priorities are to be reviewed annually by the Trustee.

Authorisation of Expenditure

Full authorisation must be obtained for all charitable funds expenditure before any commitment is made. This will be through distinct delegated levels and will be local to the expenditure to enable flexibility.

The correct Charity application forms must be completed for all

such requests and all criteria on the forms met, before authorisation is sought from the Charity administration team and the appropriate Fund Managers.

The correct level of authorisation must be sought for the amount of expenditure requested, as detailed in the Standing Financial Instructions and Scheme of Delegation.

Fund Opening

Requests to open new funds should be made to the Charity Manager and Finance Department using the correct procedure, and must include the purpose of the fund, detailed spending plans and the source of donations. Funds can only be opened on the agreement of Trustee's at the next Charitable Funds meeting.

Before any such request is made careful consideration must be given as to whether an existing charitable fund could hold any new monies received. New funds should only be opened if there is no suitable existing charitable fund.

4. Governance of Charitable Funds

It is vital that there is absolute clarity of the responsibility for the management and control of charitable funds as this underpins the charitable funds governance framework. Trustees should ensure that there are written rules and procedures covering the formal conduct of the charity's business. These will be set out in the form of Standing Orders, Standing Financial Instructions and procedure or guidance notes, in addition to any Scheme of Delegation. These documents will provide the detailed methodology under which the charity will operate and ensure that all those that have a role to play are clear as to their responsibilities.

Responsibilities of Trustee/Board

The Board is the corporate trustee for Powys tHB's Charitable Funds; that is board members are jointly responsible for the management of all charitable funds.

As the Board is the trustee it must retain direct control of key decision making. In particular it must set the strategy and policy for the charitable funds and set the budget. Within this framework the Charitable Funds Committee (and others involved in managing the funds) can be permitted to make day to day spending decisions, all of which should be reported back to the trustee (the Board).

Responsibilities of the Board include setting the:

- Purpose and scope of the charity, as set out in the respective governing documents of those charitable funds.
- Spending priorities set for the charitable funds for the current financial year.
- Agreed criteria for deciding whether or not to spend the charitable funds to meet any particular funding request.
- Delegation arrangements for the charitable funds.
- Accounting and reporting arrangements that enable the Board to oversee and monitor the spending of the charitable funds.

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The Charity Commission in its guidance to the NHS recommends reviewing the number of individual funds and applying for funds to be consolidated where appropriate in order to assist Trustees in meeting their responsibilities.

Although aimed at Trustee's this is pertinent to all tHB staff involved with the receipt and expenditure of charitable funds.

Responsibilities of the Charitable Funds Committee

The Board has appointed the Charitable Funds Committee (CFC) as its agents in the administration of Charitable Funds through ensuring robust controls and effective management of those monies.

Its main responsibilities are to:

- Oversee the management of charitable funds in accordance with the budget, priorities and spending criteria as determined by the Board
- Ensure that the requirements of the Trustee Act 2000 and **Charities Act 2022** are followed
- Appoint an investment manager (where appropriate), ensure that Powys tHB policies and procedures for investments are followed and receive investment reports from the Director of Finance for ratification
- Oversee and monitor the functions performed by the Director of Finance as defined in Standing Financial Instructions
- Monitor the progress of charitable fund income and expenditure plans
- Monitor and review Powys tHB's scheme of delegation to fund managers and to ensure that financial procedures reflect delegated expenditure limits

Responsibilities of the Director of Finance

The Director of Finance has specific responsibilities as by virtue of holding that office, is also the Treasurer of Powys tHB's charitable funds. Specific responsibilities are outlined within the Standing Orders as follows:-

- Administration of all charitable funds
- Identify any new charity that may be created and to formulate the trusts of any such charity
- Provide guidelines on donations, legacies and bequests, fundraising and trading income
- Ensure appropriate banking services
- Prepare reports to the Board including the annual accounts

Consideration and approval of policies as determined by the Board.

Responsibilities of the Charity Manager

The Charity Manager has been appointed by the Trustee and Charitable Funds Committee in order to manage the day to day operation and administration of the Charity in line with its strategic priorities. The Charity Manager provides management and oversight for all of the Charity's expenditure, income generation and communication activities.

The main responsibilities of the Charity Manager include:

- Providing clear leadership and direction for the Charity
- Working with the Charitable Funds Committee to ensure good governance
- Ensuring appropriate fund plans are developed with input from both local and strategic levels
- Increasing the Charity's profile, reach and influence
- Overseeing fundraising activity and managing income streams
- Ensuring appropriate financial governance of the Charity

Responsibilities of Fund Managers

Additional administration of charitable funds is undertaken by fund managers who have the following responsibilities:-

- Prepare spending plans within the framework established by Trustees
- Receipt all new donations via local cashiering services
- Actively look for needs that can be met by charitable funds
- Regularly report back spending decisions to the Charitable Funds Committee

Fund managers should be as independent as possible from the management of NHS budgets which might influence their spending plans on the funds within their management. The Charity's Scheme of Delegation should be prepared on the basis.

The Charity Commission has produced guidance on a management framework which not only sets out what is "expected" but also what is "questionable".

5. Fundraising & promotion

Currently, the Charity is working to develop its fundraising presence, having relied upon the generosity of patients, their relatives and other donors for much of its income. Any fundraising ideas or plans from staff or community members should be directed through the Charity Manager, who will be able to advise and support.

Fundraising plans should align with the Charity's vision, objectives and ethical considerations. Fundraisers must ensure that the methods and activities used to raise funds do not bring the Health Board into disrepute.

Progress on all fundraising projects should be reported to the Charitable Funds Committee on a regular basis.

The Charity is also aiming to build its profile amongst staff and patients as an opportunity to add value to tHB services by raising the presence of its contributions. All uses of charitable funds should recognise the contribution of the Charity and this should be a consideration in any proposals. The Charity will coordinate with funded projects to maximise impact in this regard.

6. Review

The Trustee will continue to review this policy on an annual basis.

Abe Sampson

Charity Manager

APPENDIX 1.1

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Guidance for Staff on Charitable Funds

Receiving Charitable Donations

The preferred method of receiving donations is via the Charity's official Just Giving page (<https://www.justgiving.com/PTHBcharity>) and potential donors should be guided towards this in the first instance. It is understood, however, that some donors will prefer to donate in person via cash, cheque or BACS.

All physical donations must be directed from service area to the Cashiers' Office (local administration departments). This ensures a receipt can be issued by the Cashier. All cheque payments should be made payable to 'Powys Teaching Local Health Board Charitable Fund'.

Cashiers should notify the Charity Manager of any donations received. The Cashier should also ensure that without prior agreement from the Corporate Trustees that individual donations do not create new charitable funds. The Cashier should ensure that it is clear the designated fund the monies are to be deposited within, and also retain a copy of all correspondence received with the donations. Donors should be encouraged to complete the form contained within the charitable funds leaflet, so that there is written communication of their intentions.

Service areas have been informed that wherever possible donors must be encouraged to personally take their donations to the Cashiers Office and money should not be taken at ward/department level. This procedure is designed to enhance control over donations by eliminating cash received at ward level.

The charity actively encourages the use of 'gift aid' when receiving donations, there is a form contained within the charitable funds leaflet for this purpose, and it should be encouraged wherever possible for the donor to complete this gift aid declaration.

Charitable Funds Expenditure

There is often a lack of clarity about what expenditure is appropriate from charitable Funds, which this section aims to address. Most NHS charities have been established to enhance statutory provision rather than to provide what might be

regarded as basic public services. There has been concern over several years that the dual role of statutory service provider and corporate trustee of charitable funds creates a conflict of interest for an NHS body when deciding how to apply the charitable funds.

There are in fact very few services provided within the NHS that must exclusively be funded by the public sector. It is therefore legitimate for Charitable funds to be used for any health care activity as long as:-

- Expenditure meets the charitable fund purpose
- There is an open and transparent decision-making process and independent of decisions to use NHS monies
- There is public benefit arising from the expenditure
- Trustees always act in the interest of the charity and its beneficiaries
- Decisions are in line with the trustees duty of care and duty to act prudently
- Collaborative Projects with key partners achieve a charitable fund purpose

There are a number of areas that often cause confusion and guidance is provided against a number of specific examples.

Medical Equipment. Pieces of medical equipment can be demonstrated to have the most far reaching public benefit and donors often provide an indication that they wish for their donation to be utilised for a designated piece of equipment.

This can be through two main criteria:

Explicit donation: This is straightforward where the donor explicitly requests the donation be used for purchase of a piece of equipment. At the time of donation the request should be assessed to ensure that it is able to be fulfilled (i.e. is a piece of equipment that is recognised within the tHB's equipment policy)

Prioritisation by Fund Manager: At times an accumulation of donations may be considered to buy a larger item to gain maximum benefit. When a piece of equipment is prioritised by tHB for approval, it must be ensured that it is not a 'core' item of equipment (i.e. an item of equipment that is clearly identified as standard and should be provided by the tHB in its service provision). Items of equipment should only be considered through charitable funds where there is a clear enhanced function to that normally offered by 'core' equipment or where it a piece of equipment to aid the development or extension of a service to ensure patients are treated as close to home as possible, with minimal stress and intervention.

All purchases of medical equipment must follow the tHB's medical devices authorisation and procurement process as laid down in the medical devices policy.

Staff training and education. This is permitted expenditure on the basis it will have the result of making staff more effective in their roles to deliver health care and thus, meet the public benefit test. However, as indicated above, any monies received for this purpose should not be restricted to the provision of training for a limited number of individuals. Costs charged to the Charity must never be excessive and the duty of prudence must be exercised at all times. For example,

first class travel is not permitted and any meals or refreshments should be comparable with those that would be provided if funded by the NHS. This includes a restriction on the purchase of alcoholic beverages. Where training and education costs are to be reimbursed by the Charity it is necessary to confirm in the application how benefit to the wider public can be demonstrated in addition to the benefit to the individual receiving the training.

Staff social functions. For staff functions, such as Christmas parties and social functions it is difficult to meet the public benefit test. Any events should be able to demonstrate the impact on staff and patient wellbeing and/or improved community engagement. Expenditure should also be proportionate, reasonable and in-line with other similar requests. Support for these functions should be from designated local funds or pre-approved grant funding schemes of support.

Staff recreational/welfare facilities. Having good staff facilities will ensure that staff are better cared for, fitter and healthier with the result of enhanced performance and motivation. This is permitted expenditure as there are clear benefits for the NHS.

Personally incurred expenditure. Expenditure incurred personally will not be reimbursed unless it is with the prior approval of the fund manager. Personal expenditure will be considered on a case by case basis, and will only be considered where it is incurred during activity which will help to support the health and wellbeing of NHS patients and staff in Powys, or to enhance the development and/or provision of NHS services.

The use of funds should be able to pass a public perception test. When considering applying for charitable funds, applicants should ask themselves the following questions:

- Would someone who puts a pound in a collection box be happy for it to be spent in this way?
- Would you be proud to tell a donor about this expenditure and the difference it will make?
- Is this a justifiable charitable purchase or should it come from an NHS budget?
- Does the expenditure benefit NHS patients more than the Health Board?
- Is there a more effective use of the funds available?

Refusing Charitable Funds

There are instances where it is not appropriate to accept monies for charitable purposes. The main examples of where monies should be refused are:-

- **Placing Powys tHB under an inappropriate obligation.** Such an example may include the donation of land on which to build a new health facility. The acceptance of land would oblige Powys tHB to commit capital and revenue monies on the facility which may not be in the best interest of Powys tHB or the public. Another example is where the donor requires Powys tHB to provide preferential treatment to parties specified by the donor.

Conditions are too onerous. For example, there may be very prescriptive monitoring and reporting conditions which would outweigh the benefit of the

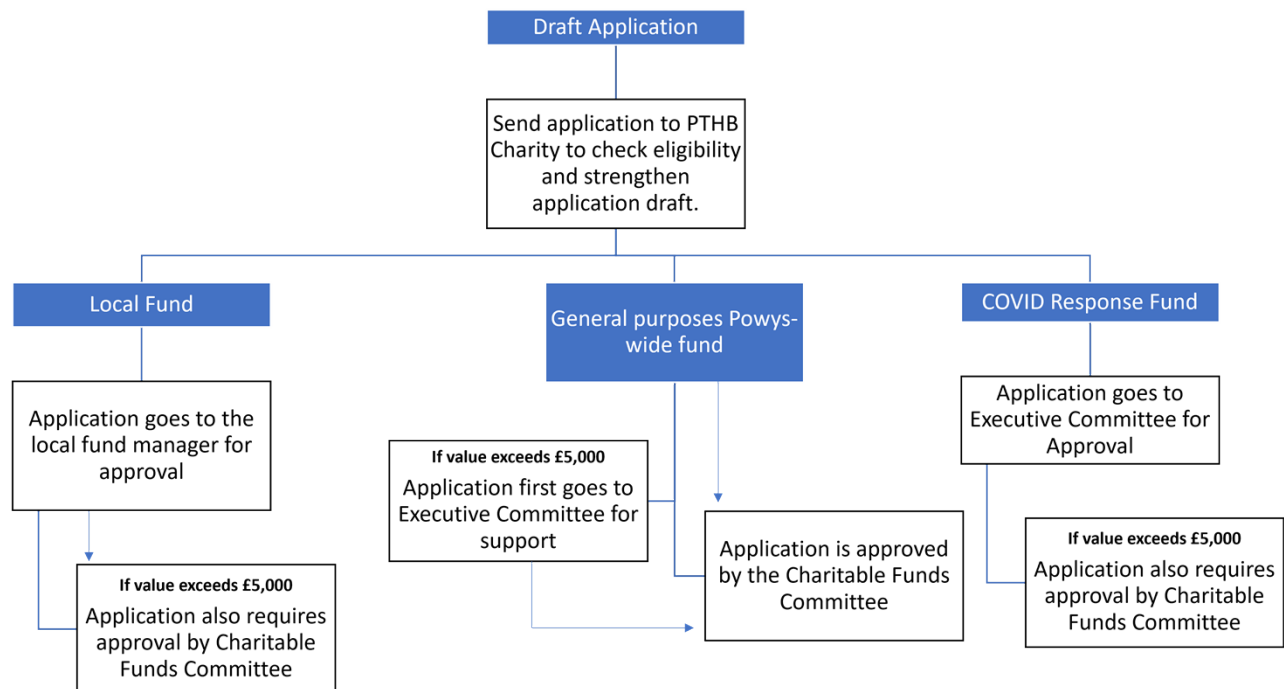
monies.

- **Funds cannot be used as directed.** Sometimes, monies are bequeathed for a service that is not provided by Powys tHB. For example, if Powys tHB were left monies for a service the tHB does not currently provide (eg MRI scans) , it would not be appropriate to accept these as the service is not provided and therefore the Charity cannot discharge its responsibility in accordance with the donor's wishes.
- **Conflict of interest.** It would not be acceptable to receive monies from a source which creates a real or perceived conflict of interest with the objectives or policies of Powys tHB. Examples might include monies from the tobacco industry or baby milk manufacturers. Donations for the purpose of social function that infers alcohol consumption. Advice should be sought from the finance department if in doubt as to what might constitute a conflict of interest.
- **Named individuals.** Monies cannot be accepted where they are limited for the benefit of specific individuals as this would not pass the public benefit test. An example is a donation by a pharmaceutical company to cover the training and development costs for a limited number of staff. There must be no suggestion that charitable funds are being used to circumvent Powys tHB's gifts, hospitality and sponsorship policy and should not be accepted if any restrictions on the funds could be interpreted in this manner.
- **Social Functions.** For staff functions, such as Christmas parties it is extremely difficult to meet the public benefit test and at best the links are tenuous. The trustees have determined that expenditure should not be incurred on such costs. Therefore, the proposed donation should be declined but the donator requested as to whether there would be an alternative purpose they would like to make the donation for (e.g. health and wellbeing initiatives for staff or enhanced environment for patients and staff)

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Application process

Powys Teaching Health Board – Charitable Funds Approval



Charitable Funds Communications

Wherever possible the Charity wishes to publicise its successes and patient/population benefits received at local level by the use of charitable funds on a regular and consistent basis. The method for this will be developed with Locality/Department management teams and if staff have any suggestions on how this can be achieved they are requested to channel these through the Charity Manager.

Contact Point for Advice

If you have any questions about this document or any other aspects of the Charity, then please contact the Charity team – PTHB.Charity@wales.nhs.uk

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Powys Health Charity

Good Governance for Donations

Powys Health Charity

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Updated: November 2023



Introduction

The past few years have seen large growth in the number of donations to the Powys Teaching Health Board and the Powys Health Charity (charity no. 1057902). The pandemic galvanised support for the NHS and led to a number of community and nationwide fundraising initiatives which will benefit Powys.

There has been a remarkable amount of support shown for the NHS in Powys, which is appreciated enormously. At the same time, we must ensure that all of these donations and gifts are managed and recorded

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properly. This document provides guidelines for staff to support this process.

The Donation Process

The single most fundamental key to good practice with donations is that all donations must be **accurately documented**.

When documenting donations, the following should always be included:

- ✓ What has been donated and, if possible, its value (an estimate is fine)
- ✓ Details of the donor, including contact information
- ✓ Date of receipt
- ✓ Any conditions that have been attached to the gift (where possible, this should come in writing from the donor)

Once recorded, the above information should then be passed on to the **Powys Health Charity**, who will be able to process and advise on all donations and gifts.

Powys Health Charity can be reached through the following channels:

General Charity Info



PTHB.charity@wales.nhs.uk

Charity Manager



abe.sampson@wales.nhs.uk



07500 792 330

Charity Administrative Support Officer

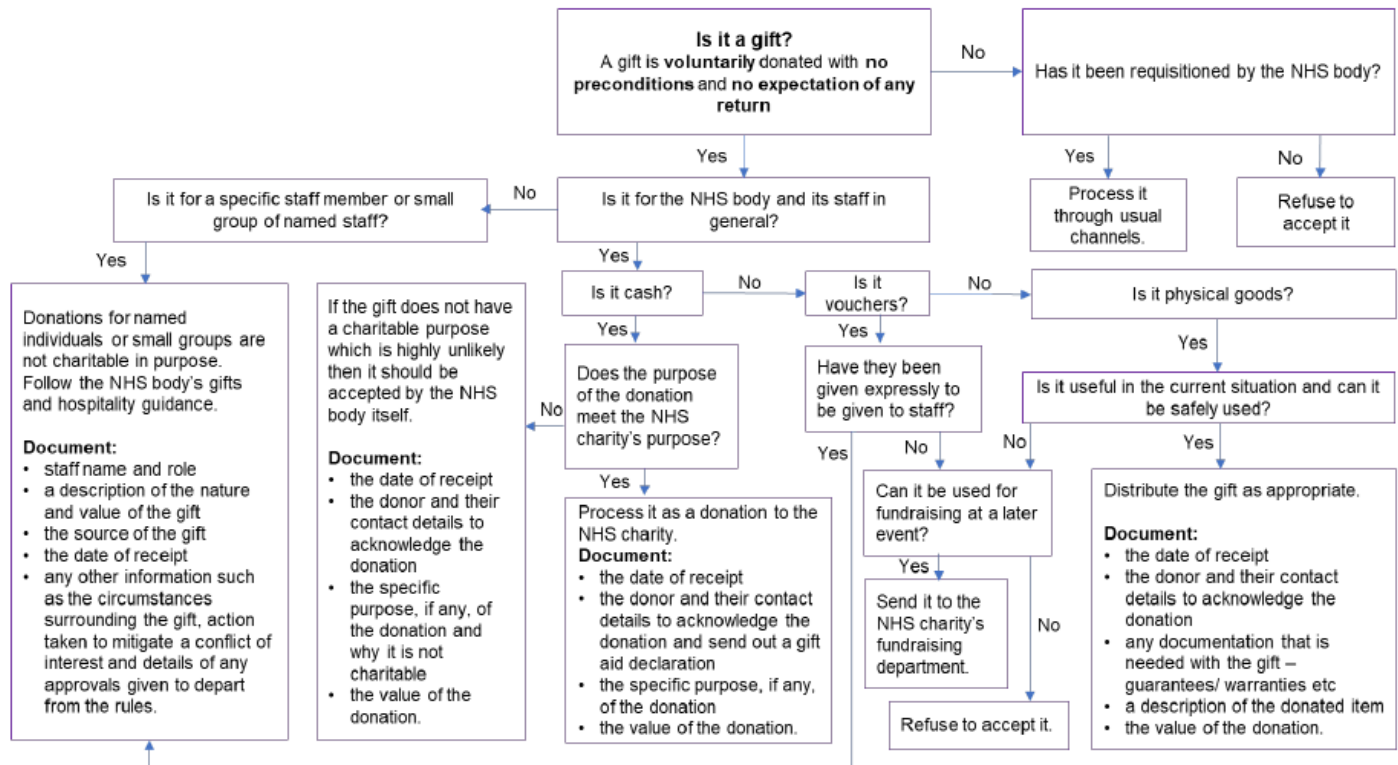


Shania.jones@wales.nhs.uk

The Gift Recording Process

For clarity on how to process different types of gifts and the considerations that should be made please refer to the accompanying flowchart, created by the **Healthcare Financial Management Association** (HFMA).

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A helpful flowchart created by the HFMA.

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Donations to the Powys Teaching Health Board

Donations are generally either made to the health board itself or to its staff members in the form of gifts. All donations to the Powys Teaching Health Board are managed through Powys Health Charity and therefore, must meet the criteria for acceptance in order to comply with charity law and regulation.

Donations to the Powys Teaching Health Board and Powys Health Charity must:

- not place the Health Board or the Charity under an inappropriate obligation.
- be accurately recorded.
- be for public benefit, reaching as many people as possible. Donations cannot be accepted for named individuals or families but they can be accepted for the benefit of a particular ward or area of the organisation.

Donations to the Charity must also be in line with the following charitable purposes:

Patients Expenditure facilities not normally purchased or paid for by or in addition to the normal NHS provision to improve patient and community wellbeing.

Staff Expenditure

- a) motivation of staff by improving staff facilities and by providing services that improve staff wellbeing.
- b) education of staff by providing education over and above what would normally be provided by the NHS.

Where possible, donors should be encouraged to make a general-purpose donation as gifts with restrictions or conditions attached can be more difficult to use. The flexibility of a general donation can allow our Charity to prioritise the

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greatest need and respond to any emerging issues as they arise, such as the impact of COVID-19 on staff and patients.

Gifts for Individuals

Donors may also want to leave gifts directly to individual PTHB staff members. There are greater restrictions on the kinds of gifts that can be accepted by health board staff members. **Before** accepting any gifts, hospitality, honoraria or sponsorship, employees should always familiarise themselves with the PTHB Standards of Behaviour policy (accessible via **Sharepoint**) and obtain permission from their Executive/Assistant Director.

Gifts for individuals are treated separately to general donations for the benefit of the health board, particular services or service areas. A gift is an item of personal value, given by a third party e.g. a patient or a supplier. This definition of gifts includes prizes in draws and raffles at sponsored events/conferences.

Employees and Independent Members have a personal responsibility to volunteer information regarding offers of gifts, hospitality, honoraria and sponsorship, including those offers that have been declined. These details must be recorded on a Gifts, Hospitality, Honoraria and Sponsorship Form (**available on Sharepoint**) and submitted for inclusion on the PTHB register.

Gifts up to the value of £25 may be accepted from service users and relatives as a mark of their appreciation e.g. for the care that has been provided. This, however, does not include gift vouchers/cards. There is no requirement to declare such gifts up to this value, other than where several small gifts are received to the value of £25 from the same or closely related source in a 12-

month period. Where gifts are provided to a group of staff, it is the responsibility of the Line Manager to declare the gift if over the value of £25.

A common-sense approach should be applied to the valuing of gifts using an actual amount if known, or an estimate that any reasonable person would make as to its value.

Personal gifts of cash from service users or their relatives are not acceptable. These may only be accepted as a donation to an appropriate Charitable Fund and recorded as such. Powys Health Charity's Manager can provide advice regarding the mechanism for appropriately receipting such items in accordance with the Institute of Fundraising Code.

It is an offence to accept any money, gift or consideration as an inducement or reward from a person or organisation holding or seeking to hold a contract with the health board. Such gifts should be refused and if they have already been received, they should be returned clearly advising why they cannot be accepted. The appropriate Executive/Assistant Director and the Corporate Governance Team should be advised immediately.

As outlined in the [PTHB Standards of Behaviour policy](#):

Any acceptance of a gift needs to be justified. Think about the context in which the offer has been made, and the effect on your position. For example, is the gift likely, or could it be seen as likely, to influence you? The onus is on you to make sure that the acceptance of a gift will not be misconstrued.

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Fundraising

Many members of the public have been fundraising for the NHS during the COVID-19 pandemic and set up fundraisers of their own to support staff and patients. Fundraisers in Powys should liaise with the **Powys Health Charity**, who will be able to provide support and advice.

Fundraisers can also contribute to the national COVID-19 fundraising campaign being co-ordinated by NHS Charities Together, of which Powys Health Charity is a member.

The funds from this appeal are distributed evenly to NHS

Managing Gifts

There has been a significant increase in the number of gifts to health boards and NHS staff during the COVID-19 pandemic.

All gifts should be recorded on a Gifts, Hospitality, Honoraria and Sponsorship Form.

<http://www.powysthb.wales.nhs.uk/corporate-and-resource>

Many of these gifts come in the form of food and other essential supplies to support staff to stay well and help carry out their roles. These kinds of gifts will be allowed as long as they are given freely and do not:

- place the Health Board or staff members under any obligation
- have the potential to influence any future contractual relationships with the organisation/individual

charities across the UK through a series of grants.

Conflicts of Interest

In order to manage potential conflicts of interest, any gifts for individual staff members from contractors, suppliers or commercial organisations should be declined unless below a value of £6.

Gifts from other sources may be accepted if they are non-cash/voucher gifts at less than £25 value. This threshold also applies to multiple gifts over a 12-month period. Cash and vouchers for individuals should always be declined.

Gifts over £25 of value can be accepted on behalf of Powys Health Charity to benefit all staff as long as they are recorded and the Charity notified.

If staff are unsure of any conflicts of interest, then they should always seek advice

- act in conflict with the Health Board's values and behaviours framework or place PTHB into disrepute

Processing donations

All cash donations to the Health Board must be processed through Powys Health Charity. This includes donations to Hospitals, Wards and Services.

In the first instance, donors should always be encouraged to donate online. Anyone can donate to Powys Health Charity through the designated Just Giving page:

justgiving.com/ptbcharity

For larger donations or those wishing to avoid the transaction fees of an online platform there is also the option to donate via BACS, with details available from Powys Health Charity Manager.

Donations can also be made via cheque. All cheques should be returned along with a completed donation form, which can be found and downloaded at:

<https://pthb.nhs.wales/about-us/our-charity>

Cheques should be made out to Powys Teaching Health Board Charitable Fund and posted to the following address:

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from their executive/assistant director.

Powys Teaching Health Board Charitable Fund
Finance Department
Bronllys Hospital, Bronllys
Brecon
Powys
LD3 0LY

Donations can also be taken in person and held securely by the Administration Department of a local hospital.

Care must be taken to ensure the correct information is recorded and an official receipt is provided to the donor.

Wishlists

Some health boards have created wishlists of items to support staff and patients using websites such as Amazon.

Powys Teaching Health Board does not currently have a wishlist system but any staff wanting to set one up can discuss it with the PTHB Charity.

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Recording Donations & Gifts

All donations & gifts should be recorded, with the donation also acknowledged in writing. During the COVID-19 pandemic, this may be delayed but should be carried out at the earliest possible opportunity.

The following information must be recorded:

- ✓ the type of donation – cash or gifts in-kind
- ✓ the date of receipt
- ✓ the name and contact details of the donor
- ✓ the purpose of the donation
- ✓ the intended recipient
- ✓ the value of the donation
- ✓ what was done with the donation

Gift aid can also be claimed on many cash donations if a gift aid declaration is completed. Declaration forms can be obtained from the **Powys Health Charity** or the Finance department.

Remember, that that there is a difference between donations accepted for the benefit of the health board or its services and gifts given personally to staff members.

The following gifts for individuals **should not** be accepted by PTHB staff:

- × **Personal gifts of cash or vouchers** - these can only be accepted as donations to the **Powys Health Charity** for the wider benefit of staff
- × **Gifts likely to be over the value of £25** – these can be accepted as raffle prizes for the **Powys Health Charity** for the wider benefit of staff
- × **Gifts from potential suppliers, contractors and commercial organisations** - unless they are low cost/promotional gifts under £6 in total value
- × **Any sponsorship accepted without prior approval of the appropriate executive/assistant director**
- × **Hospitality which may be seen to compromise professional judgement or integrity**

All gifts offered to staff or individuals should be recorded on a Gifts, Hospitality, Honoraria and Sponsorship Form and submitted for inclusion on the PTHB register of interests.

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Record

Ensure it is appropriate to accept the donation or gift.

This may require input from your executive/assistant director.

Make a note of some basic information about the donation and the donor including:

Name and contact details for the donor, the method of donation, the amount, and whether they have specified how the donation should be used.



Thank

Take the time to thank the donor for their contribution, no matter how big or small.

Provide them with a receipt of donation if it is appropriate. They will also receive a formal thank you from the PTHB Charity.

Taking a photo of the handover is a great way to acknowledge the good deed (as you long as you obtain consent).



Notify

Once you have the information you need, contact the PTHB Charity to pass on the donation information.

You can do this by contacting the Charity Manager.

Alternatively, complete a gifts, hospitality, honoraria & sponsorship form if you are processing a personal gift.

Frequently Asked Questions

The following table addresses some of the most common questions that you may have regarding donations. If you have a question that has not been answered by this document or if you want to discuss donations in further detail, feel free to contact PTHB Charity:



Pthb.charity@wales.nhs.uk



07500 792 330

Questions	Answers
Where can gifts and donations be received? <i>Jones, Shania 01/12/2023 16:07:13</i>	Gifts and donations can be received at the Administration Department of any local hospital. Once receipted, they should be stored securely until they can be forwarded to the PTHB Charity Manager or Finance Department at Bronllys Hospital. Any posted donations can be sent to the following address to be processed:

	Powys Teaching Health Board Charitable Fund, Finance Department, Bronllys Hospital, Bronllys, Brecon, Powys, LD3 0LU
Can donors request that their money used for a specific item or project?	<p>Yes, donors can ask for their donation to be used for a specific purpose, for example to buy a piece of equipment or to go to a designated service or staff group.</p> <p>They should make this clear when making the donation and the Health Board will do its very best to meet those wishes. There are, however, certain restrictions on what can legally be supported. If we cannot fulfil the request for any reason, we will contact the donor to discuss this. They can then either make a different request or, if preferred, we will return the donation.</p> <p>If a donor would like their donation to be used wherever it is most needed to improve facilities or services for patients and staff, they do not need to indicate any fund with the donation. The donation will then be put into the General Purposes Fund for Powys as a whole.</p>
How should I document the receipt of a gift/donation?	<p>Receipts for donation to the health board should be completed by the Administration Department where possible.</p> <p>If it is not possible, staff should endeavour to provide a receipt on letter headed paper, documenting the name of the donor, the amount of the donation, its purpose, the date that the donation was made and a signature from the receiving staff member and the donor themselves. Two copies of the receipt will be needed, one for the donor and one retained for the health board.</p>
How should gifted goods be distributed?	<p>Goods should be retained until the Powys Health Charity advises on distribution.</p> <p>Where this is not possible due to disruption through the pandemic or in the case of perishable goods (which should be distributed as quickly as possible) these gifts should still be logged.</p>
What about any vouchers that have been gifted?	Vouchers should not be accepted on an individual basis but where vouchers are donated for staff in

Jones, Shania
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	<p>general, then they should be used by the Powys Health Charity to raise funds for future use – for example, through a raffle.</p> <p>Where the above is not possible either due to the number of vouchers or the wishes of the donor then they should be distributed fairly and transparently to benefit as many staff as possible.</p> <p>Holding vouchers until a decision can be made on their use is also a valid option.</p>
What about donated equipment?	Staff should seek the up to date advice on donations of equipment of before accepting it, which they can do through the Powys Health Charity.
Can I refuse to take a donation?	<p>Yes, if there are conditions attached to a donation that cannot be met, place the health board under any undue obligation or if interactions/transactions with the donor would place the health board in to disrepute then the donation should be politely declined.</p> <p>Staff should always consult with the Powys Health Charity if unsure on any donations.</p>

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AGENDA ITEM: 2.4

Charitable Funds Committee		DATE OF MEETING: 07 December 2023
Subject :	Charity Workplan 2024 Jan - March	
Approved and Presented by:	Charity Manager	
Prepared by:	Charity Manager	
Considered by Executive Committee on:	N/A	
Other Committees and meetings considered at:	N/A	

PURPOSE:

To review and approve the latest workplan for the Charity.

RECOMMENDATION(S):

The Charitable Funds Committee is requested to review and APPROVE the following the documents:

- **PTHB Charity Workplan 2024 January - March**

Approval/Ratification/Decision ¹	Discussion	Information
✓	x	x

THE PAPER IS ALIGNED TO THE DELIVERY OF THE FOLLOWING STRATEGIC OBJECTIVE(S) AND HEALTH AND CARE STANDARD(S):

Strategic Objectives:	1. Provide Early Help and Support	✓
-----------------------	-----------------------------------	---

¹ Equality Impact Assessment (EiA) must be undertaken to support all organisational decision-making at a strategic level

	2. Tackle the Big Four	✓
	3. Enable Joined up Care	✓
	4. Develop Workforce Futures	✓
	5. Promote Innovative Environments	✓
	6. Put Digital First	✓
	7. Transforming in Partnership	✓
Health and Care Standards:	1. Staying Healthy	✓
	2. Safe Care	✓
	3. Effective Care	✓
	4. Dignified Care	✓
	5. Timely Care	✓
	6. Individual Care	✓
	7. Staff and Resources	✓
	8. Governance, Leadership & Accountability	✓

EXECUTIVE SUMMARY:		
<p>This paper provides information on the following:</p> <ul style="list-style-type: none">• PTHB Charity Workplan 2024 Jan-Mar <p>The workplan outlines the deliverables of the Charity’s strategy and the key performance indicators that the team will prioritise during January - March 2024 to achieve those deliverables and measure and evaluate its success.</p> <p>A full 2024/25 financial year workplan will be presented to the Committee in March 2024.</p>		
DETAILED BACKGROUND AND ASSESSMENT:		
<p>Following the creation and adoption of the Charity’s Strategy for 2022-25, the Charity team has worked to an annual workplan to accompany the strategy.</p> <p>The annual workplan has historically tracked from January to December, this includes the 2023 workplan. The Charity team is proposing to amend this to a financial year cycle, beginning in 2024/25. This three-month workplan will bridge the gap between the previous 2023 workplan and the new annual workplan. These timings will also allow the new workplan to be informed by any strategic Charity discussion taking place in January 2024.</p> <p>The workplan lists the key performance indicators (KPIs) required for the Charity team to achieve the deliverables of the Charity strategy and sit alongside the strategy. It has been developed based on progress and evaluation of previous Charity workplans and the Charity’s strategy.</p> <p>The workplan will act as the foundational framework for the Charity team’s operations across the next 3-4 months and help evaluate the success of the Charity against its strategic priorities.</p> <p>The full details can be found at Appendix a.</p>		

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NEXT STEPS:

If approved, this workplan will be implemented until the end of March 2024 and an updated annual workplan for 2024/25 will return for the Committee to approve in March 2024. Progress will be reported back to the Charitable Funds Committee periodically.

The following Impact Assessment must be completed for all reports requesting Approval, Ratification or Decision, in-line with the Health Board's Equality Impact Assessment Policy (HR075):

IMPACT ASSESSMENT					
Equality Act 2010, Protected Characteristics:					
	No impact	Adverse	Differential	Positive	
					Statement <i>Please provide supporting narrative for any adverse, differential or positive impact that may arise from a decision being taken</i>
Age	✓				
Disability	✓				
Gender reassignment	✓				
Pregnancy and maternity	✓				
Race	✓				
Religion/ Belief	✓				
Sex	✓				
Sexual Orientation	✓				
Marriage and civil partnership	✓				
Welsh Language	✓				
Risk Assessment:					
	Level of risk identified				Statement <i>Please provide supporting narrative for any risks identified that may occur if a decision is taken</i>
	None	Low	Moderate	High	
Clinical	✓				
Financial	✓				
Corporate	✓				
Operational	✓				
Reputational	✓				

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1 January 2024 – 31 March 2024

Deliverables	Deadline	Additional notes	Strategic priorities
Produce an updated full annual workplan to support the Charity's day to day operation for 2024/25	04/03/2024		Demonstrating Responsible Leadership
Prepare the latest 12-month financial year budget for the Charity 2024/25.	04/03/2024		Demonstrating Responsible Leadership
Undertake the consultation and development process to review and refresh the Charity's strategy: <ul style="list-style-type: none"> – Hold an initial discussion with the CFC in December 2023 – Hold a workshop session with Independent Members and Executive Directors. – Follow up with a survey. 	01/02/2024	Initial discussion to be held at CFC meeting December 2023. Workshop session scheduled for 29th January. Follow up survey to be developed for post-workshop feedback.	Demonstrating Responsible Leadership
Develop a resource plan for the Charity's refreshed strategy.	04/03/2024		Demonstrating Responsible Leadership
Develop and finalise a new public website for the Charity in partnership with external support. <ul style="list-style-type: none"> – Carry out consultation and engagement with key stakeholders to help inform the user experience and website wireframe. – Refine the above with the chosen supplier. – Ensure functionality and compatibility with requirements as outlined in the website development brief. 	31/03/2024		Demonstrating Responsible Leadership
Hold/attend two in-person events to recruit new Charity Ambassadors.	31/03/2024		Upholding Our Civic Mission
Establish a Trusts & Foundation fundraising programme to support community health outcomes and improved equity and accessibility. <ul style="list-style-type: none"> – Apply to at least 10 T&Fs as part of this. 	31/03/2024		Upholding Our Civic Mission
Begin to develop a more structured grant programme to support environmental/community initiatives and projects across Powys in collaboration with the community spaces steering group.	31/03/2024		Upholding Our Civic Mission

Run first stage of the 'Powys Creates' grant programme to encourage submission of proposals to improve patient experience and engagement across PTHB hospitals. - Promote the programme to PTHB staff and the wider community. - Ensure at least 10 submissions to the first round of the grant programme.	16/02/2024		Enhancing NHS Services
Engage with PTHB Staff Excellence Award winners to promote and develop innovative proposals for Charitable Funds.	31/03/2024		Enhancing NHS Services
Evaluate the impact of the arts in health Horizon project from 2021-2023 and learnings for future Charity-funded projects and programmes.	31/03/2024		Enhancing NHS Services
Encourage at least 15 successful funding proposals through local and general funds.	04/03/2024		Enhancing NHS Services
Begin rollout of the second iteration of the PAVO Small Health Grants Scheme. - Prepare, promote and launch the new programme for 2024.	01/02/2024		Establishing a Culture of Collaboration
Look to extend the Charity's working relationship with the WNO and other Arts organisations working in Powys. - Engage with at least 2 new arts/STEM organisations.	31/03/2024		Establishing a Culture of Collaboration
Maintain an average newsletter readership of 100+ per month.	31/03/2024		Establishing a Culture of Collaboration
Reach a total of over 3,500 total impressions on Twitter and maintain an average engagement rate of at least 3%.	31/03/2024		Establishing a Culture of Collaboration
Reach a total of over 1,200 in post reach for Facebook whilst maintaining an engagement rate of above 15%.	31/03/2024		Establishing a Culture of Collaboration

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AGENDA ITEM: 2.5

Charitable Funds Committee		DATE OF MEETING: 07 December 2023
Subject:	NHS Charities Together Membership 2024/25	
Approved and Presented by:	Charity Manager	
Prepared by:	Charity Manager	
Considered by Executive Committee on:	N/A	
Other Committees and meetings considered at:	N/A	

PURPOSE:

To present a proposal for the Charity's paid membership in NHS Charities Together for 2024/25.

RECOMMENDATION(S):

The Charitable Funds Committee is requested to APPROVE the cost of the Charity's paid membership in NHS Charities Together for 2024/25.

Approval/Ratification/Decision ¹	Discussion	Information
✓	x	x

THE PAPER IS ALIGNED TO THE DELIVERY OF THE FOLLOWING STRATEGIC OBJECTIVE(S) AND HEALTH AND CARE STANDARD(S):

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¹ Equality Impact Assessment (EiA) must be undertaken to support all organisational decision-making at a strategic level

Strategic Objectives:	1. Provide Early Help and Support	✓
	2. Tackle the Big Four	✓
	3. Enable Joined up Care	✓
	4. Develop Workforce Futures	✓
	5. Promote Innovative Environments	✓
	6. Put Digital First	✓
	7. Transforming in Partnership	✓
Health and Care Standards:	1. Staying Healthy	✓
	2. Safe Care	✓
	3. Effective Care	✓
	4. Dignified Care	✓
	5. Timely Care	✓
	6. Individual Care	✓
	7. Staff and Resources	✓
	8. Governance, Leadership & Accountability	✓

EXECUTIVE SUMMARY:

This paper outlines a request from the Charity team for the cost of membership to NHS Charities Together for the 2024/25 financial year.

The request is for the cost of **£1,750** for membership during the period of April 2024 – March 2025. Membership cost is scaled to the size of the organisation and PHC falls into the above cost bracket.

Active membership in NHS Charities Together will help to facilitate the delivery of key strategic objectives and provide access to a number of beneficial resources to support the Charity team, including access to additional grant funding which could make the membership cost neutral.

DETAILED BACKGROUND AND ASSESSMENT:

NHS Charities Together is the membership body for all UK NHS Charities, representing some 240 charities across England, Scotland, Wales and Northern Ireland.

Over the last three and a half years, since 2020, the organisation has grown rapidly thanks to the national recognition and support received during the pandemic, where over £150m was raised as part of the COVID appeal.

During this time, a great deal of support was provided to all UK NHS Charities (including those who were not members or had not previously been members). Powys Health Charity received over £145,000 in COVID support grant funding for hospital patients and NHS staff in 2020 and an additional £30,000 development grant in 2023 to help the Charity grow.

Jones, Shania
01/12/2023 16:07:13

As part of these grant funding awards, membership to NHS Charities Together was included for all UK NHS Charities up to 2024. This is now coming to an end and members are being asked to confirm whether they will continue with paid membership starting from 2024/25.

Membership has provided opportunities for Powys Health Charity to connect with the wide network of NHS Charities and its corporate partners, and additional resources to support governance, monitoring and evaluation, communications and engagement, fundraising and event planning during that time. This has helped the Charity to develop its new branding, improve how it operates and provide more for its beneficiaries despite being a relatively small charity in terms of staff resource.

Powys Health Charity has benefitted enormously by virtue of being a member across these past three and a half years. The value of the support received has far outweighed what would have been the costs of membership during that time (£1,500 per year).

Benefits of continuing the membership next year will include:

- **Access to regular grant funding opportunities not available to non-members.**
- **Regular access to and support with facilitating regional and special interest groups of NHS Charities, which enable collaboration and sharing of resources and knowledge.**
- **High quality marketing materials and toolkits to support fundraising and public awareness campaigns such as The Big Tea, Legacy Fundraising, Christmas Fundraising, etc.**
- **Access to the Member Connect online forum and resource database for NHS Charities to access support from other members, toolkits, resources, training, and webinars.**
- **Spaces and accommodation at the National NHS Charities Strategic Conference Meeting held every May, as well as additional in-person meetings for Charity leaders and Regional/Special Interest Group Chairs.**
- **Access to a bespoke training budget for each Regional and Special Interest Group.**
- **Opportunities for support through corporate partnerships, such as a partnership with Starbucks which will also benefit all Health Board staff.**
- **Support with engaging government, NHS leadership, and governing bodies on a national and UK-wide level where needed.**

Despite the above, if the request is supported it is important to continue to reevaluate the cost of membership.

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01/12/2023 16:07:13

In order to ensure that the cost of membership is achieving value for money, the Charity team will closely monitor its usage of member benefits, any changes in the membership offer and the overall impact of membership during 2024/25 in order to assess whether to continue membership in future years.

For a more details on the membership offer, please see **appendix a**.

NEXT STEPS:

If approved, the impact of membership across 2024/25 will be closely monitored and evaluated to assess whether to continue with the membership in future years.

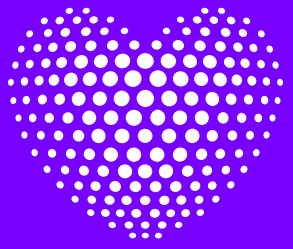
The following Impact Assessment must be completed for all reports requesting Approval, Ratification or Decision, in-line with the Health Board's Equality Impact Assessment Policy (HR075):

IMPACT ASSESSMENT				
Equality Act 2010, Protected Characteristics:				
	No impact	Adverse	Differential	Positive
Age	✓			
Disability	✓			
Gender reassignment	✓			
Pregnancy and maternity	✓			
Race	✓			
Religion/ Belief	✓			
Sex	✓			
Sexual Orientation	✓			
Marriage and civil partnership	✓			
Welsh Language	✓			
<p align="center">Statement</p> <p align="center"><i>Please provide supporting narrative for any adverse, differential or positive impact that may arise from a decision being taken</i></p>				
Risk Assessment:				
	Level of risk identified			
	None	Low	Moderate	High
<p align="center">Statement</p> <p align="center"><i>Please provide supporting narrative for any risks identified that may occur if a decision is taken</i></p>				

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Clinical	✓				
Financial	✓				
Corporate	✓				
Operational	✓				
Reputational	✓				

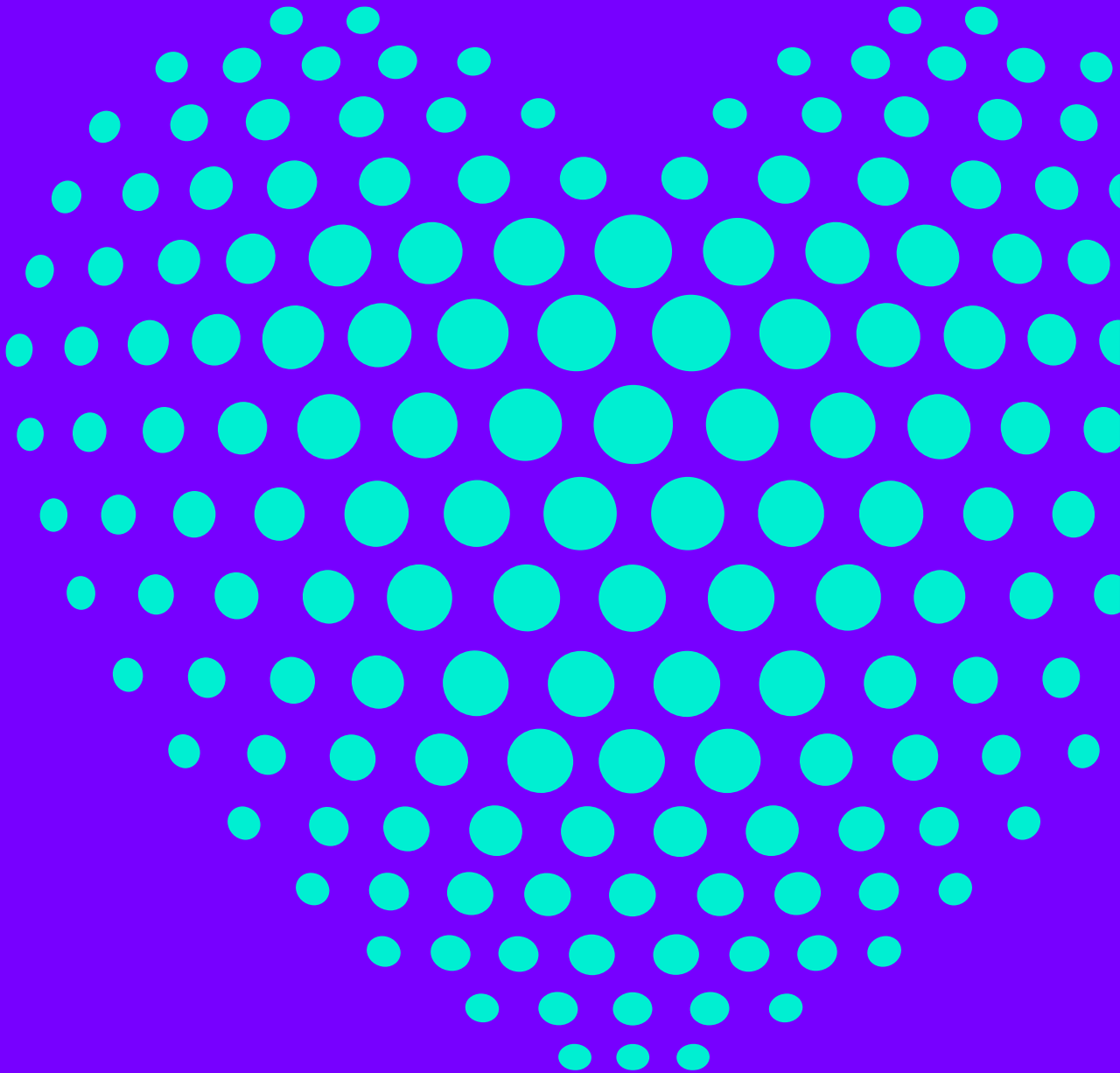
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**NHS
CHARITIES
TOGETHER**

Member offer and fees for 2024

Update for members August 2023



Overview

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- At National Conference in May, we launched our refreshed strategy, '**Achieving Our Potential Together**'.
- Critical to our strategy is our role and identity as a membership organisation – key to our uniqueness, our credibility and our impact.
- Over the summer, we have been working with members to shape our **refreshed member offer**, and to confirm **member fees** for 2024.
- Following approval by our Board on 9th August, we are pleased to be able to share here our **updated offer and fees**.
- We will **continue to coproduce next steps with members**, including the specifics of the member offer, and the payment of fees.

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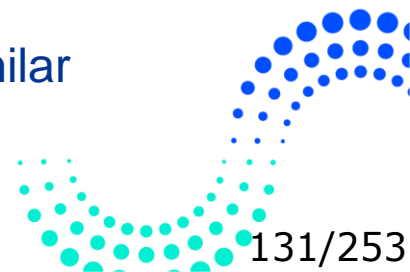
Process

- Development of our member offer and fees for 2024 has been guided by member input - we have reviewed feedback from **engagement** with members to date, set up a coproduction group, and held a virtual meeting and poll with the wider membership.
- Formed of regional and special interest group chairs, the **coproduction group** met 3 times, discussing relationships / involvement, member offer, and fees. Outputs have been shared on [Member Connect](#).
- Going forwards, as well as ongoing communication and engagement, **coproduction** with members will increasingly be 'business as usual'.
- We have also **analysed data** about our member offer and fees, bench-marked against similar schemes, and considered the viability of fee structures.



Photo taken from Charity Leaders Event March 2023

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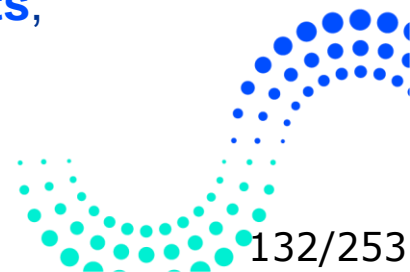


Member offer for 2024

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- Our offer has evolved and expanded over recent years, and now supports members across a range of areas, from governance and financial management, to fundraising, reporting, and charity best practice. We also help raise awareness of the issues affecting the sector.
- Specific elements of the **current member offer** include:
 - Webinars, training, resources and toolkits – plus bespoke advice and support
 - Regional and Special Interest Groups
 - Networking opportunities and events, including place at the annual member conference
 - Access to Member Connect online collaboration and knowledge space
 - Tailored communications including Member Update and eMag
 - Shared products and fundraising campaigns
 - Opportunities to promote your charity at national level
 - Opportunities to apply for grant funding
- The aim is for our **member offer** to be a high-quality and member-led **package of benefits**, with a 'menu of options' and components tailored to different cohorts, continually evolving based on member feedback.
- Going forwards, we will work collaboratively with members to further refine our offer.

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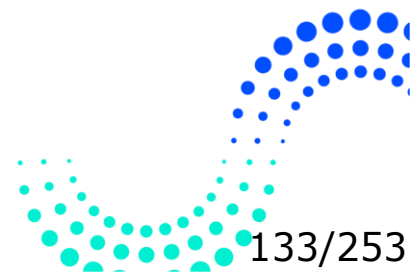


Membership and the member offer

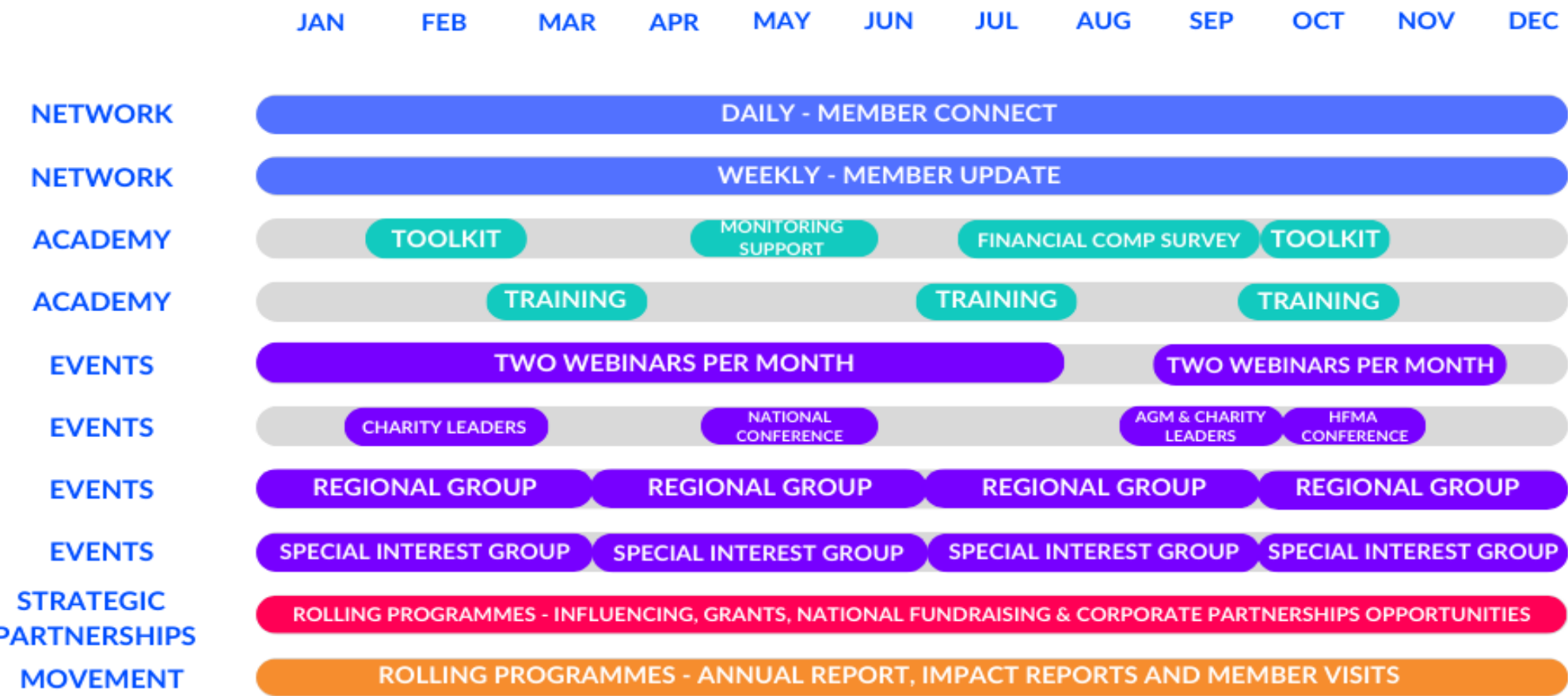
- NHS charities who choose to join NHS Charities Together pay an annual membership fee which provides access to the '**member offer**' and wider benefits.
- Since 2020, the products, services and support available to members have increased significantly. These now include communications, webinars, training, tools, resources, online platforms, access to expertise and peer connections.
- Our member offer has evolved and is evolving. The future offer will focus on **building capacity and capability**, recognising **diversity** and maximising investment in, and profile and **impact** of, the sector.
- Member feedback makes clear that we should prioritise events and activities for specific cohorts, build more **coproduction opportunities** and develop **collaborative projects**, partnerships and programmes.
- Recent examples of coproduction include the [NHS Big Tea Resources](#) and [Legacy toolkit](#)



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NHS Charities Together - Member Offer Plan for 2024



The image above shows the core elements of the future member offer over the 12 months of 2024 - subject to further engagement with members.

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NHS Charities Together Member Offer



The image above shows the core elements of the future member offer – subject to further engagement with members.

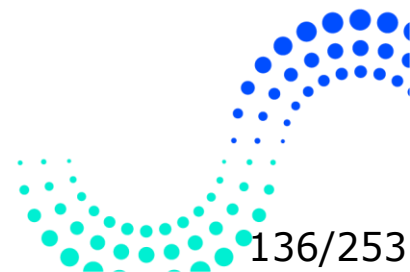
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Membership costs and benefits – overview

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- Historically, NHS charities who chose to become members have directly paid an **annual fee** giving access to a range of benefits.
- For the last three years, NHS Charities Together has supported members through a challenging time by covering membership fees - deducting from eligible grant allocations since 2020.
- While we won't be covering fees from 2024 onwards, following engagement with members, **fees for 2024** have been set so they are in keeping with **existing levels**, taking into account inflation, and considering **fairness** and **inclusivity** to maximise membership.
- Fees have been **benchmarked** against similar schemes, and we believe they represent strong value for money to members.

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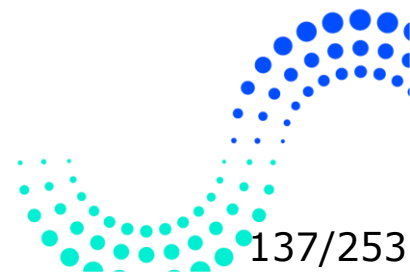


Membership fees 2024

Annual income	2024 fee	2019 fee	Inflation from 2019 *
Under £100k	£750	£1000	£1,217.96
£100-£500k	£1750	£1400	£1,739.00
£500k-£1m	£2500	£1700	£2,070.00
£1-£3m	£3250	£2400	£2,922.00
£3-£5m	£4000	£2400	£2,922.00
£5m+	£5000	£3300	£4,055.00

* <https://www.bankofengland.co.uk/monetary-policy/inflation/inflation-calculator>

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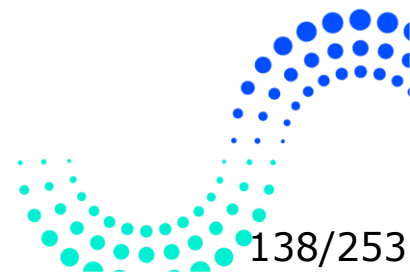


Membership costs and benefits – next steps

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- Future grants programmes will be codesigned and shaped with member charities, and **opportunities to apply for grant-funding** will first and foremost be available to members. There may be some small-scale opportunities for non-members, by exception and where this is judged to be in the best interests of the sector.
- The fees collected from members don't cover the total cost of the member offer, so we'll supplement this with **income from other sources**, including programmes and partnerships.
- The operational details of calculating and collecting member fees from 2024 will be worked out alongside members over winter, including considering the timing of invoices.
- For those NHS charities who choose not to pay a membership fee, we will continue to offer access to an NHS charity '**network**'. This will involve receiving communications and surveys but will not enable access to any other member benefits.

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Next steps

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- We will continue to **coproduce next steps with members**.
- This will include refining the detail of the **member offer**, including building understanding of members' specific priorities and quantifying the scope of individual components.
- It will also include working with members to explore the practicalities of **fee payment from 2024**, including looking at timings.
- We will continue to build our relationship with members, prioritising collaboration and coproduction, as well as building trust.
- As a sector we have come so far. Collectively we give over £1million a day to help the NHS go further for staff, patients and communities, and we know that together we can achieve so much more. We look forward to working with you in 2024 as we **achieve our potential together**.

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Thank you – and please keep in touch

- We would like to continue to engage with you.
- Please visit www.slido.com and add the code **#memberoffer2023** to ask questions and ‘up vote’ a question that is already there. Or **scan the QR code**.
- We will build up answers, create FAQs and resources describing the offer for members.
- The membership team are also available to discuss this with you, either as part of next group meetings, or directly:
 - **Nancy Kinder**, Head of Membership, nancy@anhsc.org.uk
 - **Lucy Grierson**, Member Events & Partnerships Manager, lucy@anshc.org.uk
 - **Jake Tomlin**, Digital Community Officer, jake@anhsc.org.uk
 - **Patrick Smith** - Events & Training Officer, Patrick@anhsc.org.uk
- For a reminder of current opportunities within the membership, please watch this webinar on [Maximising your Membership](#)



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Thank you!

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AGENDA ITEM: 3.1

Charitable Funds Committee		DATE OF MEETING: 07 December 2023
Subject :	Draft Charity Annual Accounts & Report 2022/23	
Approved and Presented by:	Head of Financial Services	
Prepared by:	Head of Financial Services & Charity Manager	
Considered by Executive Committee on:	N/A	
Other Committees and meetings considered at:	N/A	

PURPOSE:

To review the draft 2022/23 annual accounts and report for the Charity prior to submission to Audit Wales.

RECOMMENDATION(S):

The Charitable Funds Committee is requested to review the following the document:

- **Powys Health Charity Annual Accounts & Report 2022-23**

Approval/Ratification/Decision¹	Discussion	Information
x	✓	x

THE PAPER IS ALIGNED TO THE DELIVERY OF THE FOLLOWING STRATEGIC OBJECTIVE(S) AND HEALTH AND CARE STANDARD(S):

¹ Equality Impact Assessment (EiA) must be undertaken to support all organisational decision making at a strategic level
Draft Charity Annual Accounts & Report 2022/23

Strategic Objectives:		
	1. Provide Early Help and Support	✓
	2. Tackle the Big Four	✓
	3. Enable Joined up Care	✓
	4. Develop Workforce Futures	✓
	5. Promote Innovative Environments	✓
	6. Put Digital First	✓
	7. Transforming in Partnership	✓
Health and Care Standards:	1. Staying Healthy	✓
	2. Safe Care	✓
	3. Effective Care	✓
	4. Dignified Care	✓
	5. Timely Care	✓
	6. Individual Care	✓
	7. Staff and Resources	✓
	8. Governance, Leadership & Accountability	✓

EXECUTIVE SUMMARY:

This paper provides information on the following:

- **Powys Health Charity Annual Accounts & Report 2022-23**

The attached draft of the annual accounts has been prepared for the Committee's oversight prior to being submitted to external auditors, Audit Wales.

DETAILED BACKGROUND AND ASSESSMENT:

The auditing process will be completed over the coming weeks and the final version of the accounts and report will return to the Charitable Funds Committee for approval prior to proceeding to the Board for final approval.

Due to the timings between Charitable Funds Committee meetings, it is likely that an additional extraordinary Committee meeting may be required in order to approve the final accounts and report.

The full details of the Accounts and Report can be found at **appendix a**.

NEXT STEPS:

The auditing process will be completed over the coming weeks and the final version of the accounts and report will return to the Charitable Funds Committee for approval prior to proceeding to the Board for final approval prior to the end of January deadline for submission.

The following Impact Assessment must be completed for all reports requesting Approval, Ratification or Decision, in-line with the Health Board's Equality Impact Assessment Policy (HR075):

IMPACT ASSESSMENT				
Equality Act 2010, Protected Characteristics:				
	No impact	Adverse	Differential	Positive
Age	✓			
Disability	✓			
Gender reassignment	✓			
Pregnancy and maternity	✓			
Race	✓			
Religion/ Belief	✓			
Sex	✓			
Sexual Orientation	✓			
Marriage and civil partnership	✓			
Welsh Language	✓			
<p style="text-align: center;">Statement</p> <p><i>Please provide supporting narrative for any adverse, differential or positive impact that may arise from a decision being taken</i></p>				
Risk Assessment:				
	Level of risk identified			
	None	Low	Moderate	High
Clinical	✓			
Financial	✓			
Corporate	✓			
Operational	✓			
Reputational	✓			
<p style="text-align: center;">Statement</p> <p><i>Please provide supporting narrative for any risks identified that may occur if a decision is taken</i></p>				

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Powys Health Charity



Charitable Funds

Annual Accounts and Report for the Year Ended
31 March 2023

Updated: XXX

Jones Shania
01/12/2023 16:07:13

Contents

Page

Reference and Administrative Details	2-4
Charity Annual Report	4-20
Statement of Trustee Responsibility	21
Audit Report	22
Statement of Financial Activities	25
Balance Sheet	26
Statement of Cash Flow	27
Accounting Policies and Notes to the Accounts	28-39

Jones, Shania
01/12/2023 16:07:13

Trustee Arrangements

Powys Teaching Local Health Board Charitable Fund (the Charity) is registered with the Charity Commission; Powys Teaching Local Health Board (Powys THB) is designated as Corporate Trustee.

The members of Powys THB who served during the financial year to 31st March 2023 were as follows:

Powys Teaching Local Health Board Board Members 2022/23	
Chair	Professor Vivienne Harpwood (To 16 September 2022)
Chair	Carl Cooper (From 17 September 2022)
Vice Chair	Kirsty Williams
Chief Executive	Carol Shillabeer
Independent Members (IM)	
Finance	Anthony Thomas
Local Authority	Matthew Dorrance (To 30 June 2022)
Local Authority	Vacant (To 31 October 2022) Chris Walsh (From 01 November 2022)
Third Sector	Vacant (To 29 August 2022) Jennifer Owen Adams (From 30 August 2022)
University	Frances Gerrard (To 30 June 2022)
University	Vacant

	(To 07 August 2022) Simon Wright (From 08 August 2022)
ICT	Ian Phillips
Trade Union	Cathie Poynton
Capital & Estates	Mark Taylor
General	Rhobert Lewis
General	Ronnie Alexander
Executive Directors	
Executive Director of Workforce and OD	Julie Rowles (To 03 February 2023 – in post but absent from work resulting in interim cover)
Interim Executive Director of Workforce and OD	Debra Wood-Lawson (From 03 October 2022)
Executive Director of Finance, Information, and IT Services	Pete Hopgood
Deputy Chief Executive and Interim Executive Director of Primary, Community Care and Mental Health	Hayley Thomas
Executive Medical Director	Kate Wright
Executive Director of Nursing and Midwifery	Claire Roche
Executive Director of Therapies and Health Sciences	Claire Madsen
Interim Executive Director of Public Health	Vacant (To 26 June 2022) Mererid Bowley (From 27 June 2022)

Jones Shania
01/12/2023 16:07:13

Interim Executive Director of Planning and Performance	Stephen Powell
Interim Board Secretary	James Quance (To 31 December 2022)
Director of Corporate Governance / Board Secretary	Helen Bushell (From 09 January 2023)

In order to assist the Corporate Trustee to fulfil its statutory duties under this registration, a Charitable Fund's Committee has been established with delegated powers to manage the Charity.

Current Charitable Funds Committee Membership

Carl Cooper – Chair

Rhobert Lewis – Independent Member

Cathie Poynton – Independent Member

Pete Hopgood – Executive Director of Finance & IT

Claire Madsen – Executive Director of Therapies

Registered Office

The registered office of the Charity is Bronllys Hospital, Bronllys, Brecon, Powys, LD3 0LY.

Registration Number

The Charity is registered with the Charity Commission – Registered Number 1057902.

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Bankers

Barclays Bank
57 Frogmore Street
Abergavenny
Gwent
NP7 5AT

Internal Auditors

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

Investment Advisors

Brewin Dolphin Ltd
12 Smithfield Street
London
EC1A 9BD

External Auditors

Auditor General for Wales
Audit Wales
1 Capital Quarter, Tyndall Street
Cardiff
CF10 4BZ

Foreword

The Charity was formally created on 28th May 2004 by a 'Deed of Arrangement' which replaced the Powys Health Care NHS Trust Charitable Fund, which had been in existence since 26th July 1996.

These accounts have been prepared in line with Financial Reporting Standard 102 (FRS 102).

The Charity's annual report and accounts for the year ending 31st March 2023 have been prepared by the Corporate Trustee in accordance with Part VI of the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2005 (Statement of Recommended Practice (SORP) 2015). The Charity's report and accounts include all the separately established charitable funds for which the Local Health Board is responsible.

Administrative Details

The Charity has an umbrella registration with the Charity Commission under which funds are registered together under a single 'main' registration number. There are a total of 73 individual funds maintained within the accounting records as at the 31 March 2023, and the notes to the accounts distinguish the types of funds and disclose separately all material funds.

Charitable monies donated to the Charity are accepted, held and administered as funds and property held on trust for purposes relating to the health service in accordance with the National Health Service Act 1977 and the National Health Service and Community Care Act 1990.

Trustee

Powys THB is the Corporate Trustee of the Charitable Fund governed by the law applicable to Local Health Boards, principally the Trustee Act 2000 and also the law applicable to Charities, which is governed by the Charities Act 2011.

The chair and independent members of the Board are appointed by the Welsh Government and the executive directors are appointed by the Board. The Corporate Trustee devolves responsibility for the on-going management of the charity to the Charitable Funds Committee which administers the fund on behalf of the Corporate Trustee. Details of the Corporate Trustee and its Charitable Funds Committee are disclosed on pages 2 to 4.

Principal Charitable Fund Advisor to the Board

Jones, Shania
01/12/2023 16:07:13

Under a scheme of delegated authority approved by the Corporate Trustee, the Executive Director of Finance of Powys THB has responsibility for the management of the Charity, and the Head of Financial Services is the principal officer overseeing the day-to-day financial management and accounting for the charitable fund and its specific charitable accounts during the year.

Professional Advisors

The principal professional advisors to the Corporate Trustee are detailed on page 5.

Structure Governance and Management

The Charity's unrestricted fund was established using the model declaration of trust. All funds held on trust as at the date of registration were either part of this unrestricted fund or registered as separate restricted funds under the main Charity. Subsequent donations and gifts received by the Charity that are attributable to the original funds are added to those fund balances within the existing Charity. Where funds have been received which have unique specific restrictions set by the donor, new unrestricted (designated) funds have been established.

The current structure of the individual funds reflects the fact that the majority of income and expenditure is focused where patients receive services. Operational managers exercise control over the funds donated to their management area. The charitable funds available for spending are allocated to service areas within Powys THB's management structure. There are, for example, specific allocations made for individual wards and for specific service areas such as Palliative Care and Brecon Cardiac Services.

Jones, Shania
01/12/2023 16:07:13

Members of the Powys THB and its Charitable Funds Committee are not individual Trustees under Charity Law but act as agents on behalf of the Corporate Trustee.

Acting for the Corporate Trustee, the Charitable Funds Committee is responsible for the overall management of the Charitable Funds. The Committee is required to:

- control, manage and monitor the use of the fund's resources for the public benefit having regard to guidance issued by the Charity Commission,
- provide support, guidance and encouragement for all its income raising 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 of its legal responsibilities,
- ensure that the approved Investment Policy incorporated within the Charitable Funds Policy approved by the Teaching Local Health Board as Corporate Trustee is adhered to and that performance is regularly reviewed whilst being aware of ethical considerations,
- keep the Corporate Trustee fully informed on the activity, performance and risks of the Charity.

Powys THB is the main beneficiary of the Charity and is a related party by virtue of being the Charity's Corporate Trustee. By working in partnership with Powys THB, the charitable funds are used to best effect and so when deciding upon the most beneficial way to use charitable funds, the Corporate Trustee has regard to its main activities, objectives, strategies and plans. The Corporate Trustee fulfils its legal duty by ensuring that funds are spent in accordance with the objectives of each fund that has been designated to respect the specific wishes of each donor.

Jones, Shania
01/12/2023 16:07:13

The accounting records and the day-to-day administration of the fund is dealt with by the Finance Department located at Bronllys Hospital, Brecon, Powys, LD3 0LS.

Foundational objectives of the Charitable Fund

The Charity was established with NHS wide objectives for its main fund which were outlined as follows:

“The Trustee shall hold the Trust fund upon trust to apply the income, and at their discretion, so far as may be permissible, the capital, for any charitable purpose or purposes relating to the National Health Service, wholly or mainly for the services provided by Powys Teaching Local Health Board (hereinafter referred to as “the objects”)

This means that the fund can be used for the benefit of patients and staff who receive or help deliver the services provided by Powys THB in accordance with the Deed of Trust.

The Charity is funded by donations and/or legacies received from patients, relatives and friends, the general public and other external organisations. The Corporate Trustee fulfils its legal duty by ensuring that funds are spent in accordance with the objects of each fund. The trustee respects the wishes of our donors to benefit patient care and advance good health and welfare of patients and staff and ensuring that all expenditure fulfils public benefit criteria. The practice of the Charity is to provide support to the Powys THB and Powys community through the following means: –

Patients' Expenditure:	by purchase of equipment, and the provision of services and facilities not normally provided by or additional to the normal NHS provision.
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01/12/2023 16:07:13

Staff Expenditure: by supporting staff to provide more effective services to patients, through (for example) additional education and training opportunities; and facilitating and promoting research.

Medical Equipment: by purchase of equipment in addition to that normally provided by the NHS.

When there are changes in the delivery of a service, or when for some other reason it becomes impractical to maintain a separate fund, the Corporate Trustee has ultimate discretion, in accordance with Section 96 of the NHS Act 1977, to apply the charitable funds. Its objective, however, is to continue to respect the donor's wishes.

A message from our Chair

This year, we committed almost a quarter of a million pounds to 43 different projects across Powys. These included support for a brand-new, Powys-wide research and innovation grant scheme, a series of health and wellbeing roadshows for Powys Teaching Health Board staff and a dementia conference to support those living with the condition and their families.



We also launched our first long-term strategy for the Charity which was developed in collaboration with Health Board colleagues, third sector partners, our valued supporters and members of the community. We listened to our stakeholders and created a blueprint to emphasise the vital civic leadership role that Powys Health Charity has within the community. We will ensure the Health Board's Charitable Funds are managed responsibly to deliver sustained health and wellbeing improvements for many years to come. We will provide transformational opportunities to improve the working environment for staff and

enhance patient experience. Through strong partnerships with other organisations and projects, and our ambitious strategic plan for 2022–2025, Powys Health Charity is committed to achieving the long-term success that we envision.

The Charity successfully raised over £226,000 this year, made possible due to the impressive donations from our local community and supporting partners. Your generosity and commitment to the NHS allows our Charity to make a positive impact every day for NHS staff and patients.

Thank you to each and every one of our fabulous supporters, staff members, partners and wider NHS colleagues that have helped the Charity continue to grow from strength to strength over the past year. With your support, we will continue to invest in the projects, partnerships, and the people to help shape a healthier and happier Powys.

Dr Carl Cooper,

Chair of Powys Teaching Local Health Board and

PTHB Charitable Funds Committee

Our mission

As the dedicated NHS charity for Powys, we have a responsibility to support the staff and patients of the Powys THB and the wider community. We also have an opportunity to develop new partnerships between the public health and the voluntary health sectors. Our Charity can be a catalyst for partnership projects and programmes that help reduce the number of people who get ill and need statutory health intervention and help improve the health and wellness of those with long-term health conditions.

The NHS workforce provides the foundation for health care in Powys. By supporting and providing for a better working environment and better outcomes for NHS staff, our Charity will help ensure better outcomes for NHS patients and their families.

Where possible, Powys Health Charity will look to learn from the most influential and impactful third sector organisations from across the UK, particularly those in the

field of healthcare and medical support and leading grant-giving charities. More locally, the Charity will also look to work with other health board charities in Wales on relevant issues and to coordinate campaigns and communications for the widest possible impact.

The support network that has been created and maintained by NHS Charities Together across the last three years has allowed for greater collaboration between NHS charities. Maintaining a strong relationship and open dialogue, particularly with Welsh NHS and third sector colleagues, will ensure Powys Health Charity is as knowledgeable, responsive and effective as possible within its field.

Our values

Powys Health Charity aims to support the health and wellbeing of staff, patients and communities across Powys. Wherever possible, Powys Health Charity will strive to support the health and wellbeing of the people of Powys whilst adhering to the following values:

Accessible

- Ensure that wherever possible the Charity's investment in local health care brings benefit to the community, the wider NHS and beyond.

Collaborative

- Look to support health improvement projects and cultivate partnerships which enable people to live healthy lives.

Inclusive

- Embrace equality and diversity by ensuring the Charity is of, by, and for, the people of Powys.

Innovative

- Play a key role in the development of greatly improved health care for Powys.

Sustainable

Jones, Shant
01/12/2023 16:07:13

- Utilise the Charity's existing and future assets to strengthen its strategic priorities and deliver positive long-term impacts for Powys.

Developing new strategic priorities and key deliverables

The following priorities and objectives have been established to outline a clear and consistent identity for our Charity. They will help to build our profile and increase the impact of our work through greater engagement with our communities and more strategic investment. They have been developed to help ensure Powys Health Charity remains relevant and sustainable for the next three years and beyond.

The priorities for this strategy have been identified through consultation with the Charity's stakeholders, which includes PTHB staff and Board members, third sector partners, patients and their families, as well as members of the community. They reflect our stakeholders' expectations of what Powys' Health Board Charity can deliver and are linked to the strategic objectives of Powys Teaching Health Board's Integrated Medium-Term Plan (IMTP) 2022-2025.

Demonstrating Responsible Leadership	
What our Stakeholders said:	What we will deliver:
<p><i>Ensure the Health Board's Charitable Funds are managed responsibly to deliver sustained health and wellbeing improvements for many years to come in Powys.</i></p>	<ul style="list-style-type: none"> - A commitment to swift and responsive decision making whilst maintaining high standards of good governance. - An increase in the scale of Charity operations which ensures long-term sustainability and viability. - New grant funding programmes to respond to emerging health and wellbeing priorities in a timely manner.

	<ul style="list-style-type: none"> - Additional guidance which allows PTHB staff and independent members to navigate and work alongside the Charity with ease. - Annual reviews of existing governance and bidding arrangements, audit for vulnerabilities and implementation of operational efficiencies. - A clear long-term investment strategy which adopts a responsible and balanced approach to risk and ethical imperative. - A clear long-term fundraising strategy to diversify income streams and maintain financial sustainability. - A robust programme of evaluation for all Charity projects and activity to measure the impact, influence and effectiveness of Charitable Funds within Powys.
<p><u>Linked PTHB IMTP Objectives:</u></p> <p>25. Implement key governance improvement priorities embedding risk management, effective policies, procedures and guidance; audit and effectiveness; Board effectiveness and systems of accountability.</p>	
<h2 style="text-align: center;">Upholding Our Civic Mission</h2>	
<p>What our Stakeholders said:</p>	<p>What we will deliver:</p>

Jones, Shania
01/12/2023 16:07:13

<p><i>There is a vital civic leadership role that the Health Board and the Charity has within the community, which needs to be a key priority.</i></p>	<ul style="list-style-type: none"> - Better outcomes for communities struggling with socio economic deprivation in Powys (lack of access to services, a lack of adequate digital infrastructure or geographic disparity). - Increased accessibility and more equitable opportunities for foundational economy training, support, and careers in Powys. - A commitment to embed proactive environment and sustainability initiatives in all Charity activity. - Collaboration with existing PTHB services to ensure they are sustainable.
<p><u>Linked PTHB IMTP Objectives:</u></p> <p>1. Take action to reduce health inequalities and improve population health.</p> <p>17. Enhance the health board's role in partnership and citizenship, maximising opportunities for volunteering and healthcare careers.</p> <p>20. Implement ambitious commitments to carbon reduction, biodiversity enhancement and environmental wellbeing</p>	
<h2>Enhancing NHS Services</h2>	
<p>What our Stakeholders said:</p>	<p>What we will deliver:</p>
<p><i>The Charity can provide transformational opportunities for learning, training and</i></p>	<ul style="list-style-type: none"> - An enhanced patient experience, particularly for those undergoing long stays in community hospitals. - More digitally enabled NHS services through the provision of additional kit and equipment.

initiatives that can greatly improve the working environment for staff and enhance patient experience.

- New pilot schemes which encourage innovation in healthcare.
- An additional programme of support for NHS staff wellbeing.
- Bursary schemes across multiple Health Board service areas for Powys community members which provide beneficiaries the opportunity to learn as they work.
- A commitment to equitable support and investment for all services and service areas.
- A dedicated digital resource hub to help NHS staff and patients to find project funding in Powys.

Linked PTHB IMTP Objectives:

- 4. Improve access to high quality sustainable primary care.
- 6. Improve access to high quality, equitable prevention and early intervention services for children, young people, and their families.
- 12. Support improved access to and outcomes from specialised services.
- 16. Enhance access to high quality education and training across all disciplines, specifically focusing on 'grow our own'/apprenticeships.
- 18. Implement clinical digital systems that directly enable improved care, including cross border clinical records sharing, clinical service priorities (nursing, eye care, prescribing), and telecare.
- 21. Implement capital, estate and facilities improvements that enhance services to patients/public and wellbeing/experience of staff.
- 24. Implement value-based healthcare, to deliver improved outcomes and experience, effective deployment and management of resources.

Establishing a Culture of Collaboration

Jones, Shania
01/12/2023 16:07:13

What our Stakeholders said:	What we will deliver:
<p><i>Through strong partnerships with other local organisations and projects, the Charity can help ensure greater joined up planning across health services. The Charity is also uniquely poised to support cross sector collaborations between the public and voluntary sectors.</i></p>	<ul style="list-style-type: none"> - A strong and successful brand for Powys Health Charity which is of, by, and for our stakeholders (staff, service users, volunteers, Powys residents and third sector partners). - Smarter and more effective use of combined resources through new collaborations with public and voluntary sector partners in the community. - Greater fundraising presence in the community with more resources and opportunities for those who want to raise funds for their local NHS services. - An established development pathway for the Charity, which includes a new volunteering network for those who want a more active role in shaping the Charity's future. - Engaging campaigns to widen Powys Health Charity's reach to new audiences by sharing and celebrating the impact of charitable funds projects. - Improved project coordination across service areas and hospitals by building upon existing regional partnerships with stakeholders such as Powys' Leagues of Friends. - An innovative approach to health and wellbeing engagement by leveraging the expertise of the STEAM (science, technology, engineering, arts, mathematics) sector to engage staff and patients.

Jones, Shania
01/12/2023 16:07:13

Linked PTHB IMTP Objectives:

15. Deliver improvements to staff wellbeing and engagement, working closely with Trade Unions in Social Partnership on key joint priorities.

23. Develop and implement key actions to enhance integrated/partnership system working in Wales and England.

Delivery and monitoring

Delivery of these objectives is overseen and monitored by the Charitable Funds Committee on behalf of the Corporate Trustee as a key programme of work.

Our year in review

Building a new strategy

The principal focus for the Charity this year was to prepare and develop a new multi-year strategy to help clarify its priorities and establish a foundation for long-term growth and success. Work began in earnest in early 2022, with a lengthy period of consultation and review with stakeholders taking place. Following this co-production work, the final Charity Strategy for 2022–2025 was approved by the PTHB Board as Corporate Trustee for Powys Health Charity in November 2022. The four strategic themes identified were: *Demonstrating Responsible Leadership*, *Upholding our Civic Mission*, *Enhancing NHS Services*, and *Establishing a Culture of Collaboration*. Powys Health Charity will continue to monitor and evaluate this strategy and its own progress against key objectives over the coming years to ensure it remains relevant and effective as the dedicated NHS Charity for Powys.

Fundraising & donations

The year ending 2021/22 saw a record income level for the Charity, primarily due to significant legacy funding and additional grant income from NHS Charities Together. A drop in income was anticipated following this unprecedented year, due to the waning impact of the increased national fundraising for NHS Charities seen

during the pandemic. This has been felt across the NHS Charities sector. The Charity's overall income, therefore, was lower in 2022/23, generating £226,000. Despite this year-on-year decrease, the Charity anticipates that income will increase in coming years due to a growing legacies income, an increased brand presence and additional grant funding resources.

Whilst legacy funding was down for 2022/23, the Charity continued to benefit from community donations and local fundraising through the year, particularly for frontline staff teams such as the palliative care and district nursing teams. Standouts include donations to the Hay and Talgarth District Nursing Team made by the Talgarth Luncheon Club, the Builth Wells League of Friends to the Glan Irfon Community Nurses, and to Ystradgynlais Community Hospital from the Glantawe Lions as part of their 'Tree of Light' scheme and from community fundraiser Katie Williams, who raised money for the hospital by organising a skydive in memory of her grandmother.



I will be raising money for Ystradgynlais Hospital as I unfortunately lost my beautiful grandmother last year which has been difficult to understand and came as a huge shock. Due to the pandemic we did not have the opportunity to say our goodbyes or give my grandmother the send-off she deserved, therefore I would like to be able to do one last thing for her. My grandmother and my grandfather both spent time at Ystrad hospital and they were always well cared for and in safe hands. My grandmother also spent some time at the day service which gave back the confidence she lost after my grandfather and it was a safe place for her to receive the support and company she needed and she was always so thankful. I would love to do this skydive in memory of my special grandmother and to raise money for a hospital close to our hearts and a hospital we often talked about. Thank you.

Katie Williams
Community Fundraiser



The Charity also received grant funding from The Grace Trust during March 2022, which was a new funder and the first for the Charity from a Trust and Foundation donor. This is a fundraising area that the Charity team will continue to develop in future years as it looks to diversify fundraising streams.

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Powys Health Charity continued to benefit from its Charity of the Year partnership with The Original Factory Shop in Machynlleth, which began in 2021, and was continued again in 2022. All purchases in store help to support staff and patients at the local hospital throughout the year. Local business The Prints of Wales also made a significant donation to Brecon Hospital in May 2022.

Communications & Engagement

The Charity benefitted from its first full year with two full-time members of staff during 2022/23. The introduction of the Charity Administrative Support Officer allowed for the further development of the Charity's comms and engagement campaigns alongside the consultation process for creating a new long-term strategy and Charity branding across the year.

The year began with preparation for the launch of the Charity's largest significant campaign to date with 2022 Big Tea fundraising event between May-July in collaboration with NHS Charities Together. With initial comms starting from May, the campaign ran into July with events taking place throughout the month in person and online. In-person events had not been possible in last year due to the nature of COVID restrictions at that time and were tentatively reintroduced alongside as an option for the Big Tea this year alongside virtual events. The take up and interest in these was far higher than virtual events, with anecdotal feedback from participants that there was a general fatigue with virtual events which may have impacted the lower take-up of the virtual offer compared to the previous year despite a longer period of promotion. The Charity team will use feedback from the events to inform its plans for the 75th anniversary of the NHS with more options for in person events across multiple PTHB sites (in person events featuring the Charity team were limited to Bronllys this year, although staff also held events in Newtown and Llanidloes).

Throughout the year, the Charity team also focused on targeting staff members in the Knighton and Machynlleth areas where engagement with Powys Health Charity was low. In addition to this, the team wished to increase general awareness amongst all donors of the benefits and impact of Gift Aid donations. Opt-ins for Gift Aid were low across both virtual and in-person donations so new and improved

guidance was developed and launched in late 2022, alongside a Christmas fundraising campaign. Following on from this, the Charity initiated a drive to encourage staff engagement with a new Charity Ambassador scheme and the creation of a new funding scheme for Mental Health projects across Powys.

Preparations for NHS 75 also began in earnest in early 2023. Much like previous milestone anniversaries, the NHS 75 campaign will be celebrated across the UK though both NHS charities, public health bodies and partner organisations. Beginning with a call for the submission of NHS stories and photos from the past 75 years running through February and March. The aim was to replicate the success of the photo competition held for the 25th anniversary of the Charity's launch, held in 2021.



Partnerships are a key aspect of the NHS 75 campaign, which is a unique opportunity to improve connections with existing partners such as NHS Charities Together, regional NHS Charities and the League of Friends – as well as drawing in new partners. A significant new external partner for the Charity is Parkrun UK, who were involved in NHS 70 celebrations across the UK. There are currently two Parkrun events in Powys (Builth & Newtown) and the Charity team will be collaborating with those local teams and encouraging wider staff participation to help raise funds for their services and community hospital sites. The partnership will present an opportunity for the Charity to engage the hundreds of active volunteers and participants connected to the brand in Powys, with the ability to raise awareness and enlist more community fundraisers.

The Charity's social media channels amassed over 23,000 impressions and total reach for the year, with an average engagement rate of 16.7% on Facebook alone.

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01/12/2023 14:07:13

As of the end of the year, the total number of active followers across all channels was 447. The Charity's newsletter, launched last year, also grew its average monthly readership to 193 views per month during the year.

RIC Hub Innovation Grant Scheme – 'Panel y Ddraig'

In September, Powys Health Charity committed £150,000 to establish an innovative new multi-year grant scheme delivered in partnership with the Powys Research Innovation Coordination (RIC) Hub. The fund will support research, innovation, and improvement projects across the regional partnership footprint in Powys, with responsibility for the allocation and granting of the fund delegated to the RIC Hub. It is hoped that this will increase the number of people who participate in research, innovation and improvement, and the scope of opportunities to be involved in this work across Powys and its communities. The funding scheme is planning to launch next year, with prospective applicants presenting their proposals to the grants panel in a *Dragons' Den* style process.

Powys Health and Care Academy

Following the support provided by Powys Health Charity for the Health and Care Academy project last year, the Charity was able to see the programme (the most ambitious Charity-funded project to-date) successfully launch on 13 October after many months of preparation by the project team. The Health and Care Academy programme is part of a Wales-wide initiative to increase local access to education, the training and development across the health and social care sector. PTHB board members and the Charity team participated in tours of the new facilities which were supported through Charitable Funding and other funders including Welsh Government.

A large proportion of the working-age population of Powys accessing education, learning and development outside of county. Approximately 500 students each year go out of county to access higher level educational opportunities. The concept of operating as a hub and spoke model across the county, offers a practical solution to accessing health and social care education and training across the geographical footprint in Powys. The £105,000 provided by Powys Health Charity

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01/12/2023 15:07:13

have been utilised to provide additional furnishings and digital equipment which allow for new and innovative opportunities for teaching/learning for health and social care learners and provide greater flexibility for the academy to host PTHB services and external events and staff.



Ongoing projects and partnerships

The Charity Manager had the opportunity to represent Powys Health Charity at the first NHS Charities Together National Conference in Birmingham at the end of May 2022. The two-day conference brought together over 230 charities from across the UK for the first time, in person. The event was an opportunity to reflect on a remarkable couple of years for NHS charities, share learning and look ahead at what can be achieved through the power of a collective brand. Speakers included, Dr. Neil Churchill OBE, the director for experience, participation and equalities at NHS England as well as executives from local and national MIND charities, and representatives from consultancy Think services. The conference was an excellent opportunity to establish networks with other local NHS charities as well as share learning with NHS colleagues.

Continuing its support for NHS staff wellbeing this year, Powys Health Charity supported the Diolch Powys programme of appreciation led by the Communications and Engagement team of the Powys Teaching Health Board.

Initially proposed as a single, one-off appreciation event the project was redeveloped to be a series of health and wellbeing roadshows across the county. These roadshows offer advice and support closer to where NHS staff work, with the

first events taking place in December 2022, and the series will run throughout 2023. These events will utilise the knowledge and skills of PTHB staff, commissioned staff support services and partner organisations. Up to 20 health and wellbeing roadshow events are being planned across the county over the next year.

Income & expenditure

Income

Voluntary income consists of donations and legacies from patients and their relatives and friends. Total income of £226,182 received during 2022/23 included £6,095 which related to three legacies.

Donations in 2022/23 include an amount of £12,203 received from various Leagues of Friends associated with Powys Hospitals (2022: £4,443).

The generosity of all those who made a donation or left a legacy is greatly appreciated. An analysis of total income is given below.

	2022/23	2021/22
	£	£
Interest and Dividends	161,643	112,028
Donations	58,444	68,740
Legacies	6,095	361,643
	<u>226,182</u>	<u>542,411</u>

Expenditure

Jones, Shania
01/12/2023 16:07:13

Expenditure on charitable activities and Support Costs in 2022/23 was £320,755 (2022: £278,225).

An analysis of expenditure (excluding Fundraising costs) is shown below:

	2022/23	2021/22
	£	£
Staff Education, Welfare and Amenities	27,595	16,669
Patient Education, Welfare and Amenities	111,484	96,558
Medical Equipment	7,621	7,812
Building and Refurbishment	49,510	55,563
Support Costs	124,544	101,623
	<u>320,755</u>	<u>278,225</u>

Gain/Loss on Investment Assets

An amount of £2.804M was invested via Brewin Dolphin Ltd in February 2020 and at the 31st March 2023 was valued at £3.322M (2022:£ 3.548M) the unrealised loss on Investment totalled £0.229M. Unrealised gains and losses are calculated as the difference between the market value of the investment at the year end and opening carrying value. Since the investments have not physically been sold, this change in valuation remains an unrealised gain/loss until a sale transaction realises the value and it becomes a realised gain/loss.

Elements of funds held

Expenditure was undertaken from the Charity's unrestricted and restricted income funds; these funds comprise two elements:

- **The General Purposes Fund**, which is constituted of funds received by the Charity with no particular preference expressed by donors. Applications can be made to this fund from any service area within Powys THB.

Jones, Shania
01/12/2023 16:07:13

Expenditure from this fund is targeted on projects in areas that do not have available Designated Funds to pay for them.

- **Designated Funds**, which usually contain donations where a particular part of a Hospital or Health Board activity was nominated by the donor at the time their donation was made. Whilst their nomination is non-binding on the Trustee, the designated funds reflect these nominations and are overseen by Service Managers who can make recommendations on how to spend the money within their designated area. Service Managers' recommendations are duly considered and these funds can be spent at any time with the prior approval of the Charitable Funds Committee or Executive Directors/Assistant Directors.

Reserves policy

The Charity's reserves policy has the objective of ensuring that the Charity has sufficient funds available to maintain liquidity, cover unforeseen risks and provide for future opportunities.

The Charity relies heavily on income from donations, fundraising and legacies. These are unpredictable sources that can vary year to year. Therefore, the Charity needs sufficient reserves to be able to continue its activities in the event of fluctuations in its income.

The Charity has a target level of reserves of £0.708M. This is based on the following calculation, with average figures taken from the last three years of audited accounts:

- One year's administration cost (support costs, fundraising costs and investment management costs).
- 20% of the value of investments held.
- 25% of the grant funded activity expenditure.

The target level of reserves will be reassessed on an annual basis.

Jones
01/12/2023 16:07:13

The Trustee will review the actual reserves held against the target at least annually, to ensure that sufficient funds are held within the Charity, whilst also continuing to utilise funds within a reasonable period of receipt.

A review of funds, performance & investments

The net assets of the Charitable Funds as at 31st March 2023 were £4,258,251 (2022: £4,415,596). Overall net assets increased by £482,993.

The charity continues to rely on donations and legacies and investment income as the main sources of income. Total incoming resources decreased by £316,2293 compared with the previous financial year. Legacy income decreased by £355,548.

Expenditure of £320,755 has increased compared with the previous year (2022: £278,225). The total charitable expenditure on direct charitable activity, including support costs was £320,755 across a range of programmes.

Purchase of new medical equipment

The total spend on providing new equipment for Powys THB of £7,621 (2022: £7,812) represents a vital and valuable contribution to enhancing the provision of clinical care ranging from purchases of items of audiology equipment through to an hydraulic patient chair.

Provision of Staff Education, Welfare and Amenities

Of the total Staff Education, Welfare and Amenities expenditure in year of £27,595 (2022: £16,669), the Charity contributed £5,268 (2022: £10,057) towards the provision of education and training for Powys THB staff undertaking further professional education and training.

Provision of Patient Education, Welfare and Amenities

A significant amount of expenditure £111,484 (2022: £96,557) has been charged under this heading in the year from small initiatives such as increased patient activities at day hospitals to the funding of a digital Chat Health help and advice tool for young people.

Performance management

The Charity Manager and Charity Administrative Support Officer have been employed to deliver a new strategy for the Charity and to support the development of new projects, partnerships and proposals to help the Charity to best fulfil its charitable aims and objectives. The Charity team help the Trustee to monitor general progress and performance of charitable funds and their utilisation. The performance of the Charity team is regularly reviewed by both the Charitable Funds Committee and the Corporate Trustee in order to ensure to the Charity continues to achieve and deliver support to its full potential.

All general purpose funding proposals and significant proposals (above £5,000 in value) are reviewed and approved by the Charitable Funds Committee with prior support from the PTHB Executive Committee. Local and designated fund requests that fall below the above threshold require support from Executive Directors/Assistant Directors for the delegated service managers who manage those funds.

Investments

The Corporate Trustee has considered potential risks to which the Charity is exposed. There are no major risks that have been identified other than those associated with the normal fluctuations in the value of investments. The Trustee believes these risks are appropriately managed. Independent investment advisors (Brewin Dolphin Limited) have been appointed, and investments are held in a diversified fund of investments.

The Corporate Trustee invests the funds of the Charity with Brewin Dolphin Ltd via a Portfolio arrangement. At the year-end 17%, 67%, 8% and 4% were invested in Fixed

Income, Equities, Alternatives and Other Investments respectively with the remaining 4% held as cash assets.

The Corporate Trustee continues to consider its exposure to the fluctuations in the value of its equity-based investment, and receives a quarterly investments performance report at each Charitable Funds Committee meeting.

In line with the ethos of promoting patient wellbeing, the Corporate Trustee attempts to ensure that all investments are ethically and environmentally sound and are not opposed to the core purpose of the Charity. This ethical mandate is interpreted by our Investment Managers and informs the makeup of our portfolio. These ethical considerations are regularly monitored on a quarterly basis.

The strategy of the Corporate Trustee is that funds are spent within a timely manner after receipt. The Charity has further developed this strategy to target funds that remained dormant for a period of over 12 months to ensure that the funds that have been built up over many years are being targeted and distributed equitably where possible.

This work is currently implemented through the Charity team, who support the Corporate Trustee's aims, as well as supporting service managers, senior operational teams and directorate managers in developing strategic proposals to utilise funds throughout the year.

Looking ahead to next year

Following development and implementation of a new Charity strategy, the Charity will turn its focus next year to developing and launching a new brand as well as a new dedicated website to help support its growing stakeholder engagement activity.

The process to develop an effective new brand identity is being undertaken in consultation with the Charity's stakeholders, which includes PTHB staff and Board members, third sector partners, patients and their families, as well as members of

the community. The Charity will collaborate with external expertise to manage this process and to develop accompanying brand and marketing materials. Once completed, work on the website will begin using the new brand identity as a foundation.

The Charity will also continue work with partners, donors, staff and other stakeholders to add benefit to the population of Powys receiving health care services. As such, income and expenditure plans will be the subject of continual review to ensure that future needs are prioritised accordingly. All future priorities for PTHB Charity should reflect its stakeholders' expectations of what it can deliver and complement the strategic aims of Powys Teaching Health Board.

Thank you for all your support

On behalf of the patients, staff and community members who have benefited from the grants, donations and legacies, the Corporate Trustee and Powys Health Charity would like to thank all organisations, patients, relatives, friends and staff who have made charitable donations or contributions during the year. We have been overwhelmed by the generosity of our communities this year and for that we cannot thank them enough.

If you want to learn more about Powys Health Charity and how you can support, please visit the Charity's website: pthb.nhs.wales/about-us/our-charity/ or contact the Charity at PTHB.Charity@wales.nhs.uk.

Jones, Shania
01/12/2023 16:07:13

Dr Carl Cooper

Mrs H Thomas

Chair

Interim Chief Executive

Powys Teaching

Powys Teaching

Local Health Board

Local Health Board

Statement of Trustee responsibilities in respect of the Trustee's Report and the financial statements

Under charity law, the Trustee is responsible for preparing the Trustee Report and the financial statements for each financial year which show a true and fair view of the state of affairs of the charity and of the excess of income over expenditure for that period.

In preparing these financial statements, generally accepted accounting practice entails that the Trustee:

- selects suitable accounting policies and then applies them consistently;
- makes judgements and estimates that are reasonable and prudent;

Jones, Shania
01/12/2023 16:07:13

- states whether the recommendations of the Statement of Recommended Practice FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements;
- states whether the financial statements comply with the trust deed, subject to any material departures disclosed and explained in the financial statements;
- prepares the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The Trustee is required to act in accordance with the trust deed and the rules of the charity, within the framework of trust law. The Trustee is responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the Trustee to ensure that, where any statements of accounts are prepared by them under section 42(1) of the Charities Act 2011, those statements of accounts comply with the requirements of regulations under that provision. The Trustee has a general responsibility for taking such steps as are reasonably open to it to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

The Trustee is responsible for the maintenance and integrity of the financial and other information included on the Powys Teaching Local Health Board website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The Trustee confirms that it has met the responsibilities set out above and complied with the requirements for preparing the accounts. The financial statements set out on pages 31 to 45 attached have been compiled from and are in accordance with the financial records maintained by the Trustee.

By Order of the Trustee

Signed:(Chair)

Date:.....

Jones, Shania
01/12/2023 16:07:19

Signed:(Chief Executive) Date:.....

TO BE UPDATED FOLLOWING AUDIT

Report of the Auditor General to the Trustee of Powys Teaching Local Health Board
Charitable Fund

Report on the audit of the financial statements**Opinion**

I have audited the financial statements of Powys Teaching Local Health Board 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)). 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

I have nothing to report in respect of the following matters in relation to which the ISAs (UK) require me to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Report on other requirements

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 in the annual report and accounts. 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.

In connection with my audit of the financial statements, my responsibility is to read the other information to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by me in the course of performing the audit. If I become aware of any apparent material misstatements or inconsistencies I consider the implications for my report.

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;

Jones, Shania
01/12/2023 16:07:13

- 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 responsibilities set out on page 21, 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.

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.

Jones
01/12/2023 16:07:13

Adrian Crompton	1 Capital Quarter,
Auditor General for Wales	Tyndall Street
Date to be inserted when confirmed	Cardiff
	CF10 4BZ

Jones, Shania
01/12/2023 16:07:13

Powys Teaching Local Health Board Charity Statement of Financial Activities for the year ended 31 March 2023

	Note	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total Funds 2022/23 £000
Incoming resources from generated funds:					
Donations and legacies	3	64	0	0	64
Investments	5	162	0	0	162
Total incoming resources		226	0	0	226
Expenditure on:					
Raising Funds	6	15	0	0	15
Charitable activities	7	321	0	0	321
Total expenditure		336	0	0	336
Net gains / (losses) on investments	13	(229)	0	0	(229)
Net income / (expenditure)		(339)	0	0	(339)
Transfer between funds	18	0	0	0	0
Net movement in funds		(339)	0	0	(339)
Reconciliation of Funds					
Total Funds brought forward	19	4,594	0	3	4,597
Total Funds carried forward		4,255	0	3	4,258

Powys Teaching Local Health Board Charity Statement of Financial Activities for the year ended 31 March 2022

	Note	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total Funds 2021/22 £000
Incoming resources from generated funds:					
Donations and legacies	3	611	0	0	611
Investments	5	112	0	0	112
Total incoming resources		723	0	0	723
Expenditure on:					
Raising Funds	6	16	0	0	16
Charitable activities	7	279	0	0	279
Total expenditure		295	0	0	295
Net gains / (losses) on investments	13	236	0	0	236
Net income / (expenditure)		664	0	0	664
Transfer between funds	18	0	0	0	0
Net movement in funds		664	0	0	664
Reconciliation of Funds					
Total Funds brought forward	19	3,930	0	3	3,933
Total Funds carried forward		4,594	0	3	4,597

Jones, Shania
01/12/2023 16:07:13

Powys Teaching Local Health Board Charity Balance Sheet as at 31 March 2023

		Unrestricted funds	Restricted Income funds	Endowment funds	Total 31 March 2023	Total 31 March 2022
	Note	£000	£000	£000	£000	£000
Fixed assets:						
Investments	13	3,562	0	3	3,565	3,791
Total fixed assets		3,562	0	3	3,565	3,791
Current assets:						
Debtors	14	13	0	0	13	4
Cash and cash equivalents	15	923	0		923	980
Total current assets		936	0	0	936	984
Liabilities:						
Creditors: Amounts falling due within one year	16	228	0	0	228	178
Net current assets / (liabilities)		708	0	0	708	806
Total assets less current liabilities		4,270	0	3	4,273	4,597
Creditors: Amounts falling due after more than one year	16	15	0	0	15	0
Total net assets / (liabilities)		4,255	0	3	4,258	4,597
The funds of the charity:						
Endowment Funds	19			3	3	3
Restricted income funds	19		0		0	0
Unrestricted income funds	19	4,255			4,255	4,594
Total funds		4,255	0	3	4,258	4,597

The notes on pages 34 to 45 form part of these accounts

Signed :

Name :(Chair of Trustees)

Date :

Jones, Shania
01/12/2023 16:07:13

Powys Teaching Local Health Board Charity Statement of Cash Flows for the year ending 31 March 2023

		Unrestricted funds	Restricted Income funds	Endowment funds	Total Funds 2022-23	Total Funds 2021-22
	Note				£000	£000
Cash flows from operating activities:						
Net cash provided by (used in) operating activities	17	(216)	0	0	(216)	195
Cash flows from investing activities:						
Dividend, interest and rents from investments	5	162	0	0	162	112
Proceeds from the sale of investments	13	809	0	0	809	369
Purchase of investments	13	(733)	0	0	(733)	(351)
Movement of Cash held as part of investment portfolio	13	(79)	0	0	(79)	(2)
Net cash provided by (used in) investing activities		159	0	0	159	128
Change in cash and cash equivalents in the reporting period		(57)	0	0	(57)	323
Cash and cash equivalents at the beginning of the reporting period	15	980	0	0	980	657
Cash and cash equivalents at the end of the reporting period	15	923	0	0	923	980

Jones, Shania
01/12/2023 16:07:13

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 fair 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 on 16 July 2014 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 2015.

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 on 16 July 2014 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 meet the definition of 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 either as:

- A restricted fund or
- An endowment 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 donations or legacies for specified purposes.

Endowment funds arise when the donor has expressly provided that the gift is to be invested and only the income of the fund may be spent. These funds are sub analysed between those where the Trustees have the discretion to spend the capital (expendable endowment) and those where there is no discretion to expend the capital (permanent endowment).

Those funds which are neither endowment nor 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 19.

Jones, Shania
01/12/2023 16:07:13

(c) Incoming resources

Income consists of donations, legacies, 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) Incoming resources from endowment funds

The income received from the investment of endowment funds is attributed to unrestricted funds to be spent on charitable purposes. Any gains or losses arising from the valuation of investment of the endowment capital amount are attributed to the endowment fund

Jones, Shania
01/12/2023 16:07:13

(f) 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.

(g) Recognition of expenditure and associated liabilities as a result of grants

Grants payable are payments made to linked, related party or third party NHS bodies and non NHS bodies, in furtherance of the charitable objectives of the funds held on trust, primarily relief of those who are sick.

Grant payments are recognised as expenditure when the conditions for their payment have been met or where there is a constructive obligation to make a payment.

A constructive obligation arises when:

- We have communicated our intention to award a grant to a recipient who then has a reasonable expectation that they will receive a grant
- We have made a public announcement about a commitment which is specific enough for the recipient to have a reasonable expectation that they will receive a grant
- There is an established pattern of practice which indicates to the recipient that we will honour our commitment.

The Trustees have control over the amount and timing of grant payments and consequently where approval has been given by the trustees and any of the above criteria have been met then a liability is recognised. Grants are not usually awarded with conditions attached. However, when they are then those conditions have to be met before the liability is recognised.

Where an intention has not been communicated, then no expenditure is recognised but an appropriate designation is made in the appropriate fund. If a grant has been offered but there is uncertainty as to whether it will be accepted or whether conditions will be met then no liability is recognised.

(h) Allocation of 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 charitable activities on an appropriate basis. The analysis of support costs and the bases of apportionment applied are shown in note 10.

(i) Fundraising costs

There has been £15K fundraising costs incurred by the Charity during 2022/23 (2021/22 £16K). This relates to investment management costs.

Jones, Shania
01/12/2023 16:07:13

(j) 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 7.

(k) Debtors

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

(l) Fixed Asset Investments

Investments are a form of basic financial instrument. Fixed Asset investments are initially recognised at their transaction value and are subsequently measured at their fair value (market value) at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposal throughout the year. Quoted stocks and shares are included in the Balance Sheet at the current mid price market value quoted by the investment analyst, excluding dividend. The SORP recommends that the bid price market price be used in valuing stocks and shares, although the difference between the bid and mid market price is not material. Other investments are included at the trustees' best estimate of market value.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to the wider economic conditions, the attitude of investors to investment risk and changes in sentiment concerning equities and within particular sectors or sub sectors. Further information on the charity's investments can be found in note 13.

(m) 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. Cash equivalents are short term, highly liquid investments, usually in no notice interest bearing savings accounts.

(n) 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.

Amounts which are owed in more than a year are shown as long term creditors.

(o) 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. Unrealised gains and losses are calculated as the difference between the market value at the year end and opening carrying value.

Jones, Shania
01/12/2023 16:07:13

2. Related party transactions

During the year none of the trustees or members of the key management staff or parties related to them has undertaken any material transactions with the Powys Teaching Local Health Board Charitable Funds other than those disclosed below.

Board Members (and other senior staff) take decisions both on Charity and Exchequer matters but endeavour to keep the interests of each discrete and do not seek to benefit personally from such decisions. Declarations of personal interest have been made in both capacities and are available to be inspected by the public.

The Charitable Trust Fund has made payments to Powys Teaching Health Board of £0.236M. As at 31 March 2023 the total owed to the Health Board was £0.186M (2022: £0.135M), and owed by the Health Board was £0.000M (2022: £0.000M).

The Charity's Board members have related party interests in the the following:

<u>Name</u>	<u>Details</u>	<u>Related Party Interests</u>
Carl Cooper	PTHB Chair	Powys Association of Voluntary Organisations (Recently retired as CEO)

The Total value of transactions with related parties during 2022/23 are as follows:

Related Party	Payment to related party £	Amounts received from related party £	Amounts owed to related party £	Amounts due from related party £
Powys Association of Voluntary Organisations	0	0	370	0

3. Income from donations and legacies

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 2022-23 £000	Total 2021-22 £000
Donations	58	0	0	58	69
Legacies	6	0	0	6	542
Grants	0	0	0	0	0
	64	0	0	64	611

4. Role of volunteers

Like all charities, the THB Charity is reliant on a team of volunteers for our smooth running. Our volunteers perform the following role:

- Fund advisors – there are about 13 THB staff who manage how the charity's designated funds should be spent. These funds are designated (or earmarked) by the trustees to be spent for a particular purpose or in a particular ward or department. Each fund advisor has delegated powers to spend the designated funds that they manage in accordance with the trustees wishes subject to the approval of their Executive Director/Assistant Director or the Charitable Funds Committee. The trustees determine through its Strategy the key aims that expenditure should be utilised for. Fund advisors who spend more than £5,000 are required to seek approval from the Charitable Funds Committee setting out what they intend to spend the money on and the difference it will make to the patients and staff of the THB services.

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.

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5. Gross investment income

	Unrestricted funds £000	Restricted Income funds £000	Total 2022-23 £000	Total 2021-22 £000
Fixed asset equity and similar investments	162	0	162	112
Short term investments, deposits and cash on deposit	0	0	0	0
	162	0	162	112

6. Analysis of expenditure on raising funds

	Unrestricted funds £000	Restricted Income funds £000	Total 2022-23 £000	Total 2021-22 £000
Investment management	15	0	15	16
	15	0	15	16

7. Analysis of charitable activity

	Grant funded activity £000	Support costs £000	Total 2022-23 £000	Total 2021-22 £000
Purchase of new equipment	8	5	13	12
Building and refurbishment	49	31	80	88
Staff education and welfare	28	18	46	27
Patient education and welfare	111	71	182	152
	196	125	321	279

Support costs are apportioned based on %age of Grant funded activity

8. Analysis of grants

The charity does not make grants to individuals. All grants are made to the Health Board to provide for the care of NHS patients in furtherance of our charitable aims. 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 7.

The trustees operate a scheme of delegation for the majority of the charitable funds, under which fund advisors manage the day to day disbursements on their projects in accordance with the directions set out by the trustees in charity standing orders and financial instructions. Funds managed under the scheme of delegation represent ongoing activities and it is not possible to segment these activities into discrete individual grant awards.

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9. Movements in funding commitments

	Current liabilities	Restricted Non-current liabilities	Total 31 March 2023	Total 31 March 2022
	£000	£000	£000	£000
Opening balance at 1 April (see note 16)	178		178	146
Movement in liabilities	65		65	32
Closing balance at 31 March (see note 16)	243	0	243	178

As described in notes 7 and 8, 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 which are awarded for example funding a specific post can span financial years. For such grants whilst the award may be for more than one year, it is only the annual amount that is paid out in year and recorded as expenditure within charitable activities.

The charity at present does not issue formal grant letters to recipients and therefore the expectation of the recipient in recognition of this grant as defined by the SORP is not met with certainty.

10. Allocation of support costs

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

	Raising funds £000	Charitable activities £000	Total 2022-23 £000	Total 2021-22 £000	Basis
Governance					
External audit	0	15	15	15	Charged to Central Fund
Finance and administration	0	7	7	3	Charged to Central Fund
Other professional fees					
Total governance	0	22	22	18	
Finance and administration	0	103	103	84	Charged to Central Fund
	0	125	125	102	
	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total Funds 2022-23 £000	Total Funds 2021-22 £000
Charitable activities	125	0	0	125	102
	125	0	0	125	102

11. Staff Costs, 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.

The charity has no employees. Staff services are provided to the charity from Powys Teaching Local Health Board, the corporate Trustee of the Charity, which has received reimbursement from the Charity of £0.160M (2021/22: £0.133M).

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01/12/2023 16:07:13

12. Auditors remuneration

The External auditors remuneration of £14,963 (2021-22: £14,963) related solely to the Audit of the Statutory Annual Report and Accounts. Due to the Charity exceeding the threshold requirements during 2022/23 and 2021/22 a full audit of the Annual Report and Accounts was required. Some previous years has seen an Independent Examination being undertaken as the thresholds had not been exceeded.

The Internal auditors remuneration of £4,919 (2021-22: £0) related to an Internal Audit review to provide the Charity with assurance that operational procedures are compliant with the Health Board's Charitable Funds Policy and Guidance, along with its underlying Standing Financial Instructions, and wider NHS Charities guidance. An Internal Audit review was undertaken during October 2022 which provided a rating of Reasonable Assurance which indicates:
"The Board can take reasonable assurance that arrangements to secure governance, risk management and internal control, within those areas under review, are suitably designed and applied effectively. Some matters require management attention in control design or compliance with low to moderate impact on residual risk exposure until resolved"

During the year 2020/21 the Local Counter Fraud Service undertook a risk assessment of controls for charitable funds. NHS Protect has issued a Risk Assessment tool to guide Local Counter Fraud functions to undertake a Risk Assessment of the Counter Fraud arrangements in place at their own organisation. The Assessment of Charitable funds indicated a low risk rating of 1x4 with the only recommendation being to 'maintain the robust controls that are in place and consult with Counter fraud prior to any amendments being initiated'.

13. Fixed asset investments

Movement in fixed assets investments

	Total 2022-23	Total 2021-22
	£000	£000
Market value brought forward	3,791	3,390
Add: additions to investments at cost	733	351
Add: additions to investments at cost (Non Cash)	0	181
Less disposals at carrying value	(809)	(369)
Add net gain / (loss) on revaluation	(229)	236
Movement of Cash held as part of investment portfolio	79	2
Market value as at 31st March	3,565	3,791

Fixed Asset by Type

	Total 2022-23	Total 2021-22
	£000	£000
Investment Properties	243	243
UK Bonds	253	149
Overseas Bonds	304	300
UK Equities	635	962
Global Equities	1,552	1,590
Emerging Market Equities	36	39
Absolute Return	218	143
Property	62	79
Other Investments	132	235
Cash	130	51
	3,565	3,791

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01/12/2023 16:07:13

All investments are carried at their fair value.

The Charitable Trustee has considered potential risks to which the Charity is exposed. There are no major risks that have been identified other than those associated with the normal fluctuations in the value of investments. The Trustee believes these risks are appropriately managed. Independent investment advisors (Brewin Dolphin Ltd) have been appointed, and investments are held in a diversified fund of investments, including 17% in fixed interest mainly government stock

The Corporate Trustee invests the funds of the Charity with Brewin Dolphin Ltd via a Portfolio arrangement. At the year-end 67% (2021/22:73%), 17% (2021/22: 13%), 8% (2021/22:6%), and 4% (2021/22:7%), were invested in Equities, Fixed Income, Alternatives and Other Investments respectively with the remaining 4% (2021/22:1%), held as cash assets.

The Corporate Trustee continues to consider its exposure to the fluctuations in the value of its equity based investment, and receives a quarterly investments performance report at each Charitable Funds Committee meeting.

The charity during 2018/19 undertook a re-tender of its investment manager services. This has resulted in a change of Investment Management services to Brewin Dolphin Ltd with the investment with CCLA Ltd being sold during October 2019 and a new portfolio investment with Brewin Dolphin Ltd from February 2020.

Investment property brought forward includes assets left to the charity as part of two legacies are contained within this note. For the Estate M R Morgan Properties Fund, the Charity owns a 1/3 share of these properties and receives a 1/3 share of income and expenditure regarding these properties. For the Estate M Brand Legacy Property Fund the charity owns a 1/4 share of this property and receives a 1/4 share of income and expenditure regarding this property.

The valuation of investment properties, consisting of freehold ground and property rents is based on a professional assessment of fair value by an independent valuer. Subsequent movements on valuations at 31st March will be recognised as a gain or loss within the Statement of Financial Activities for the corresponding year.

During the year an unrealised loss of £0.229M was recognised in the accounts.

In line with the ethos of promoting patient wellbeing, the Corporate Trustee attempts to ensure that all investments are ethically and environmentally sound, and are not opposed to the "purpose" of the charity. The performance of the investments are regularly monitored and reported on a quarterly basis by our investment managers.

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14. Analysis of current debtors

Debtors under 1 year

	Total 31 March 2023	Total 31 March 2022
	£000	£000
Prepayment	3	0
Other debtors	10	4
	<u>13</u>	<u>4</u>

15. Analysis of cash and cash equivalents

	Total 31 March 2023	Total 31 March 2022
	£000	£000
Cash in hand	923	980
	<u>923</u>	<u>980</u>

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

16. Analysis of liabilities

	Total 31 March 2023	Total 31 March 2022
	£000	£000
Creditors under 1 year		
Trade creditors	<u>228</u>	<u>178</u>
	228	178
Creditors over 1 year		
Trade creditors	<u>15</u>	<u>0</u>
	15	0
Total creditors	<u>243</u>	<u>178</u>

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

	Total 2022-23	Total 2021-22
	£000	£000
Net income / (expenditure) (per Statement of Financial Activities)	(339)	664
Adjustment for:		
(Gains) / losses on investments	229	(236)
Dividends, interest and rents from investments	(162)	(112)
(Increase) / decrease in debtors	(9)	28
Increase / (decrease) in creditors	65	32
Non cash donation of property in operating activities	0	(181)
Net cash provided by (used in) operating activities	(216)	195

18. Transfer between funds

There have been no transfer between funds within the year.

19. Analysis of funds

a. Analysis of endowment fund movements

	Balance 1 April 2022 £000	Income £000	Expenditure £000	Transfers £000	Gains and losses £000	Balance 31 March 2023 £000
Endowment Funds	3	0	0	0	0	3
	<u>3</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3</u>

There is a small capital in perpetuity donation which specifies that the capital amount is to be invested and any income from this is to be utilised by the Charity. The original donation amount cannot be discharged and must remain as an investment. The income received from this endowment is added to unrestricted funds to be spent on charitable purposes. Any gains or losses arising from the valuation of investment of the endowment capital amount are attributed to the endowment fund.

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01/12/2023 16:07:13

b. 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
Restricted Funds	0	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

There are no funds classed as restricted held by the charity.

c. Analysis of unrestricted and material designated fund movements

	Balance 1 April 2022 £000	Income £000	Expenditure £000	Transfers £000	Gains and losses £000	Balance 31 March 2023 £000
8010 Ystradgynlais General Purposes	37	4	(4)	0	0	37
8102 Ystradgynlais Geriatric Ward Fund	63	0	0	0	0	63
8011 Welshpool General Purposes	534	4	(8)	0	0	530
8330 North Powys District Nursing Fund	47	9	(4)	0	0	52
8012 Machynlleth General Purposes	76	3	0	0	0	79
8003 Llandrindod General Purposes	51	5	(4)	0	0	52
8067 Llandrindod Hazels Legacy	271	3	(4)	0	0	270
8005 Knighton General Purposes	72	3	0	0	0	75
8016 Powys General Purposes	1,332	135	(230)	0	(226)	1,011
8040 Palliative Care	53	5	(4)	0	0	54
8321 Mid & South Powys Community and Palliative Care Fund	1,011	0	0	0	0	1,011
8323 Mental Health General Purposes	354	0	0	0	0	354
8324 Covid General Purposes	83	2	(16)	0	0	69
8140 Bronllys AMI Legacy	127	8	(32)	0	0	103
8001 Brecon General Purposes	38	1	0	0	0	39
8227 Haygarth District Nurses	20	8	0	0	0	28
8325 Estate M R Morgan Properties Fund	62	0	0	0	0	62
8326 Estate M J Brand Property Fund	181	0	0	0	0	181
Other Unrestricted Funds	182	25	(22)	0	0	185
	<u>4,594</u>	<u>215</u>	<u>(328)</u>	<u>0</u>	<u>(226)</u>	<u>4,255</u>

The objects of the unrestricted funds are as follows:

The unrestricted Funds usually contain donations where a particular part of a Hospital or Health Board activity was nominated by the donor at the time their donation was made. Whilst their nomination is non-binding on the Trustee, the designated funds reflect these nominations and are overseen by Service managers who can make recommendations on how to spend the money within their designated area. Service Managers' recommendations are duly considered and these funds can be spent at any time with the prior approval of the Charitable Funds Committee or Executive Directors/Assistant Directors.

Estate M R Morgan Properties Fund is a fund that holds the valuation of investment properties at the balance sheet date. This fund includes the recognition of investment property assets left to the charity as part of a legacy estate. The Charity owns a 1/3 share of these properties and receives a 1/3 share of income and expenditure regarding these properties. All gains and losses relating to the valuation of these properties are charged to this fund. All rental income and investment management expenditure in relation to these properties is allocated to the unrestricted General Purpose funds so that it can be used for the furtherance of general charitable purposes.

Estate M J Brand Property Fund is a fund that holds the valuation of an investment property at the balance sheet date. This fund includes the recognition of investment property asset left to the charity as part of a legacy estate. The Charity owns a 1/4 share in this property and receives a 1/4 share of income and expenditure regarding this property. All gains and losses relating to the valuation of this property are charged to this fund. All rental income and investment management expenditure in relation to this property is allocated to Bronllys AMI Legacy and Llandrindod Hazels legacy so that it can be used for the furtherance of general charitable purposes.

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

The charity consider that a closing fund balance of £25,000 or greater are material for disclosure in these accounts.

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01/12/2023 16:07:13

AGENDA ITEM: 3.2

Charitable Funds Committee		DATE OF MEETING: 7 December 2023
Subject:	Charity Activity Report	
Approved and Presented by:	Charity Manager	
Prepared by:	Charity Administrative Support Officer & Charity Manager	
Considered by Executive Committee on:	N/A	
Other Committees and meetings considered at:	N/A	

PURPOSE:

To present a summary of key Charity engagement activity.

RECOMMENDATION(S):

The Charitable Funds Committee is requested to NOTE the summary of activity for the Charity in the period since the last Committee meeting.

Approval/Ratification/Decision ¹	Discussion	Information
x	✓	x

THE PAPER IS ALIGNED TO THE DELIVERY OF THE FOLLOWING STRATEGIC OBJECTIVE(S) AND HEALTH AND CARE STANDARD(S):

¹ Equality Impact Assessment (EiA) must be undertaken to support all organisational decision-making at a strategic level

Strategic Objectives:	1. Provide Early Help and Support	✓
	2. Tackle the Big Four	✓
	3. Enable Joined up Care	✓
	4. Develop Workforce Futures	✓
	5. Promote Innovative Environments	✓
	6. Put Digital First	✓
	7. Transforming in Partnership	✓
Health and Care Standards:	1. Staying Healthy	✓
	2. Safe Care	✓
	3. Effective Care	✓
	4. Dignified Care	✓
	5. Timely Care	✓
	6. Individual Care	✓
	7. Staff and Resources	✓
	8. Governance, Leadership & Accountability	✓

EXECUTIVE SUMMARY:

The report highlights key activities and provides context for the period including:

- **Ongoing projects and partnerships**
- **Communications, campaigns and fundraising**
- **Engagement report**

The detailed summary of activity can be found at Appendix a-c.

DETAILED BACKGROUND AND ASSESSMENT:

The report (3.1a-b) has been compiled to summarise the key areas of development for PTHB Charity during the period. 3.1c summarises the progress on the Charity actions as outlined in the 2023 Charity workplan, as part of the Charity strategy 2022-2025.

NEXT STEPS:

There are no next steps as a result of this paper.

The following Impact Assessment must be completed for all reports requesting Approval, Ratification or Decision, in-line with the Health Board's Equality Impact Assessment Policy (HR075):

IMPACT ASSESSMENT

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01/12/2023 16:07:13



Equality Act 2010, Protected Characteristics:

	No impact	Adverse	Differential	Positive	Statement <i>Please provide supporting narrative for any adverse, differential or positive impact that may arise from a decision being taken</i>
Age	✓				
Disability	✓				
Gender reassignment	✓				
Pregnancy and maternity	✓				
Race	✓				
Religion/ Belief	✓				
Sex	✓				
Sexual Orientation	✓				
Marriage and civil partnership	✓				
Welsh Language	✓				

Risk Assessment:

	Level of risk identified				Statement <i>Please provide supporting narrative for any risks identified that may occur if a decision is taken</i>
	None	Low	Moderate	High	
Clinical	✓				
Financial	✓				
Corporate	✓				
Operational	✓				
Reputational	✓				

Charity Activity Report (September 2023 – November 2023)

PTHB Staff Excellence Awards 2023

The finalists for the returning staff excellence awards were announced in October, with bespoke online events for each of the eight categories to announce and celebrate the winners taking place in November and December. The awards were supported by the Charity earlier this year, with the programme shifting to a primarily online format after deciding against a higher profile, one-off in person event. The Charity's supported enabled the provision of afternoon-tea packs for finalists as they attended the events, physical awards for the winners, as well as wellbeing packs for all who were nominated. The Charity will also provide additional support for all winners, working closely with each team/individual to support them in considering and developing innovative Charitable Funds Proposal to benefit NHS staff and patients in Powys.

The Charity team were also nominated as a finalist for the Great Place to Work award along with the other members of the NHS 75 Events Steering Group and the Communications & Engagement team for their work on the NHS 75 programme in Powys. The eight categories for the awards were: Rising Star, Great Place to Work, Quality and Excellence in Practice, Partnership and Working Together, Supportive Colleague, Improving Health and Wellbeing, Leadership and Taking Responsibility, and Team of the Year. More information on the awards and the winners can be found on Sharepoint.

Donations & Fundraising

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The Charity has benefitted from a number of significant donations over the last quarter. The Brecon Community Mental Health Team received a generous donation from the family of a former patient, who died in 2022. The patient's family were very grateful for the support received from the team and fund raised to support the team. The Charity team are working on a press release and some public relations work with the support of the family to celebrate and publicise this donation in December.

In November, the Charity was also made aware of a generous gift left by a former Welshpool community member to Welshpool Hospital, in the region of over £100,000. This donation is expected to be transferred in February 2024 following the completion of the probate process. Welshpool already has a significant pool of funding available and the Charity team has actioned a plan to increase engagement with staff at the hospital who are working on developing a wishlist for Charitable Funds requests as well as renewing the fund plan for Welshpool Hospital with the Fund Manager and service leads to ensure there is more progress on utilising these funds across the community. The Charity will also ensure the donation is acknowledged appropriately given the donor's wishes to also retain a low profile with this donation.

£10,000 was received for Y Bannau ward at Brecon Hospital thanks to a generous donation made in the will of a late community member in November. Another legacy donation is being processed for the benefit of the pain management service and a further gift has also been left to Bronllys Hospital in December 2023, although these donation amounts have not yet been confirmed. The increased legacy funding this year, has been noted across the NHS Charities sector. This is a combined result of the profile of the sector being raised thanks to the COVID fundraising appeal in 2020, and the recent national legacy fundraising campaign run by NHS Charities Together in late 2023 which links to each individual NHS charity across the UK. Due to the lagging nature of the impact from legacy fundraising, this trend is expected to continue over the next 5-10 years.

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The Charity and Health Board will also benefit from a donation of supplies from Starbucks in December, who are supporting all NHS organisations across the UK with a 'free coffee day'. This comes via the corporate partnership made with NHS Charities Together.

Additional Project Updates

As part of the £30,000 development grant awarded to Powys Health Charity by NHS Charities Together in April 2023, the Charity team has completed development of a new Charity public website brief, which has progressed through the procurement process and is now open to responses. The deadline for responses is the 7th December, with a view to appointing suppliers by the end of the year. The development process will then commence, including consultation with stakeholders with a view to launching the new website by June 2024. More details will be shared on the project at the next Charitable Funds Committee meeting.

A new grant scheme aimed at encouraging creative arts and engagement projects for Powys patients is ready to be launched by the Charity in December, inspired by the discussions held at the Committee's September meeting. The first round of the 'Powys Creates' grant scheme will run through to February with the first proposals ready for the next Charitable Funds Committee meeting in March 2024. Learning from this first round will help to inform future rounds of this programme.

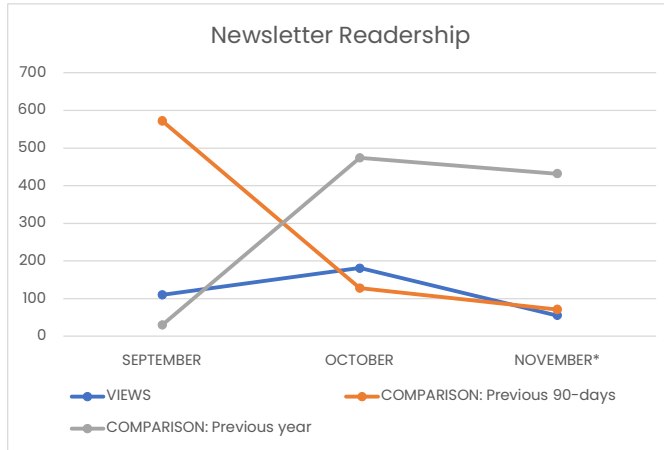
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Communications Report

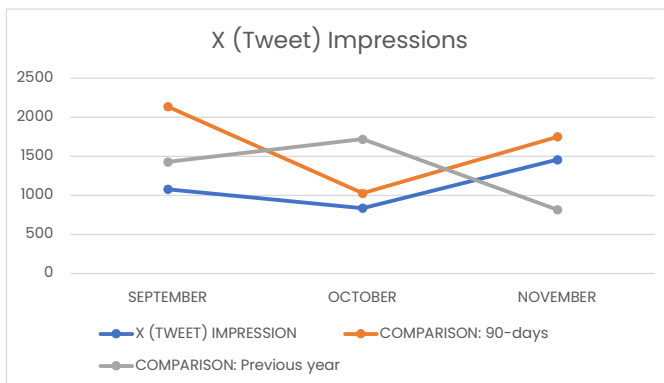
This communication report covers the period between September to November 2023.

This report compares data from the same time period last year, and the previous 90-day period.

NEWSLETTER	SEPTEMBER	OCTOBER	NOVEMBER*
VIEWS	110	181	55
COMPARISON: Previous 90-days	572	128	71
COMPARISON: Previous year	30	474	432



X (TWITTER)	SEPTEMBER	OCTOBER	NOVEMBER
X (TWEET) IMPRESSION	1078	835	1457
COMPARISON: 90-days	2134	1026	1750
COMPARISON: Previous year	1427	1719	816
NEW FOLLOWERS	1	2	0
COMPARISON: 90-days	6	3	0
COMPARISON: Previous year	2	1	1
TOP X (TWEET) IMPRESSION	72	89	236
COMPARISON: 90-days	688	145	697
COMPARISON: Previous year	371	261	171



FACEBOOK	SEPTEMBER	OCTOBER	NOVEMBER
POST REACH	80	81	571
COMPARISON: 90-days	163	111	120
COMPARISON: Previous year	300	126	293
POST ENGAGEMENT	16	21	80
COMPARISON: 90-days	126	18	34
COMPARISON: Previous year	76	30	24
PAGE LIKES	3	0	2
COMPARISON: 90-days	3	1	0
COMPARISON: Previous year	1	2	1

NOTES:

*The November newsletter was sent on the 28th November and data was collected on the 30th November. This readership is estimated to increase over time and the data will be updated for the next report.

The newsletter readership has been steady from September. A lot of readership (20-50%) comes from sending the newsletter direct via email. We currently have 55 individuals who receive the newsletter this way. The 572 outlier came from the Charity's new branding announcement in June.

The newsletter is also featured on our SharePoint news cycle and we post its publication via Social Media. These are the second and third waves of views generated to a wider, more casual audience.

From September to November we have been running a continuous piece about our Charity team and the Charitable Funds committee. This is a great way for the audience and the public to get to know the team.

NOTES:

Important to note that X (Twitter) is going through some changes therefore, their reporting system has been down and less reliable in recent months.

From September to October there was a decrease in overall impressions and new followers despite having a more interactive schedule. October had focus on raising awareness around world mental health day and fundraising for mental health.

Moving into November the focus was on leaving a legacy which gained good engagement with other accounts, mainly NHS Charities Together. We are looking for more opportunities to engage with other organisations, or individuals with a higher number of followers for all our future social media comms.

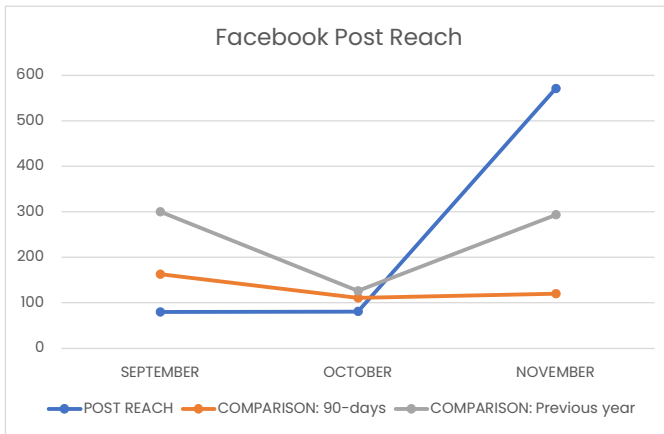
We also looked to shift the social media focus to winter pressures and how best to raise awareness and generate donations. The wording directed at making a difference and giving thanks to our NHS.

NOTES:

The Facebook focus has been the same as X and despite September and October being interactive months the post reach numbers were even. However, in November we have seen a large increase this is due to the starting of the winter pressures campaign which focuses on giving to the NHS during this time and the Projects for Powys pieces which overall across both Facebook and X have been successful.

The Charity's general interaction on Facebook is steady. On this platform we have less followers and less opportunity to engage with others on the platform. However, Facebook provides us an opportunity to interact with Powys Teaching Health Board staff on the staff group 'Staywell in PTHB'. We ensure to translate any communications that are staff focused on this platform unfortunately, we have no information on how well those posts do as it is in a closed group.

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COMMUNICATION FOCUS

STANDARD ITEMS: Topics mentioned every month

Newsletter:

- Link to newsletter
- Did you miss the newsletter
- Sign up to our newsletter

Sign up to be a charity ambassadors

Donations & fundraising (JustGiving)

ADDITIONAL FOCUS

SEPTEMBER

Sunday Shout-out (Leg Club donation)

Projects for Powys (Dementia Conference)

OCTOBER

World Mental Health Day (fundraising)

Sunday Shout-out (Staff awards)

Projects for Powys (dementia garden in Llanidloes hospital)

Thank you for your donation post

NOVEMBER

Leaving a legacy

Projects for Powys (Nurse bursary scheme)

Raffle (hosted on site)

Thank you for your donation post

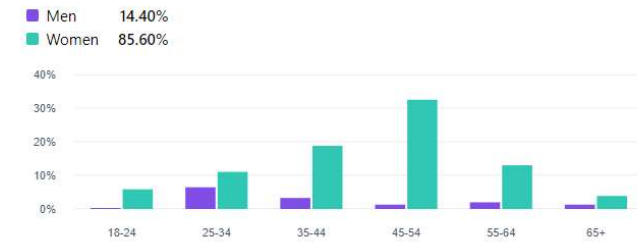
Remembrance day

Winter pressures (fundraising campaign running from November 2023 to January 2024)

AUDIENCE (Facebook)

This graph was taken on the 31st October from Facebook insights

Age and Gender



Location

Cities Countries

Brecon, UK	27
Llandrindod Wells, UK	17
Newtown, UK	17
Welshpool, UK	16
Builth Wells, UK	7
Ystradgynlais, UK	6
Cardiff, UK	5
Knighton, UK	5
Llanidloes, UK	5
Rhayader, UK	5

Workplan Tracker

Updated: 30 November 2023

At risk
On track
Completed
No longer needed

Completed Actions	Strategic priorities	Deadline	Additional notes	Status
Produce an updated annual workplan to support the Charity's day to day operation.	Demonstrating responsible leadership		Workplan to be agreed/approved at Dec CF Committee meeting.	Completed
Prepare the full 12-month financial year budget for Charity activity.	Demonstrating responsible leadership		Budget to be prepared and brought to March CFC meeting.	Completed
Produce a multi-year Stakeholder Engagement Plan to build on the launch of the Charity's new brand.	Demonstrating responsible leadership		To be delivered in Q2. Need brand to be further developed to help support this. Work to begin in earnest once strategy and workplan approved. On course for June 2023 CFC meeting.	Completed
Run at least 2 separate surveys for staff, patients and community members throughout the year to help inform fund priorities.	Demonstrating responsible leadership		To be delivered in Q1 & Q3 Aim to run first survey in January, focus on three areas/funds General, Mental Health and Palliative Care. Develop priorities and ask participants to rank them.	Completed
Present a Board Development session which covers the topic of ethical investments to help inform a new ethical investment strategy.	Demonstrating responsible leadership		BD attended CF in March 2023, future work on this to be delivered adjacent to the Committee and Board with relevant information shared throughout the year. BD also developing a monitoring tool to support this which will be launched later in the year.	Completed
Launch a new accessible funding resource for staff on Sharepoint.	Demonstrating responsible leadership		We will continue to update and monitor throughout the year.	Completed
Undertake an evaluation of projects, campaigns and communications to better understand the Charity's underserved audiences.	Upholding our civic mission		Hold a year in review meeting in January and start to piece this together. Split into two parts Projects and Communications.	Completed
Establish a successful working partnership with the RIIC hub to support new pilot projects and innovation in PTHB services.	Enhancing NHS Services		Meeting held in November to map out start of partnership. Innovation fund proposal approved by EC in November and awaiting approval by CFC in December.	Completed
Collaborate with marketing and creative support to create a new brand with opportunities for supporters and stakeholders to contribute.	Establishing a culture of collaboration		Updated in Early November, mood board for Charity brand developed. Jamjar working on refining two project streams, consultation with stakeholders needed in December.	Completed
Ensure that staff, committee members, patient & community members are a part of the brand consultation and decision-making process.	Establishing a culture of collaboration		Develop activities/tools to accompany site visits in December to engage staff. Consider the best methods to engage patient/community members digitally with the new brand. Potentially create a unique Sway to present the latest information, embed images and a survey. Start with key stakeholders and widen gradually.	Completed

Complete a full final evaluation of the 'small grants scheme' with PAVO, and consider how best to expand or continue the partnership.	Establishing a culture of collaboration		Met with PAVO in November, evaluation and next steps for the partnership to be brought to March CFC meeting. PAVO aiming for mid February deadline.	Completed
Conduct a survey of PTHB service areas to establish potential areas for Charity support with view to creating long-term sustainability.	Upholding our civic mission		Completed in April 2023.	Completed
Develop a programme to proactively engage staff groups and services with relevant funding opportunities through this new resource.	Demonstrating responsible leadership		SharePoint resources for staff to find external funding launched early in the year. The Turn2Us resource helps staff refine and find relevant opportunities.	Completed
Support at least 1 staff funding application to external funders through the above programme.	Demonstrating responsible leadership		Opportunities for this will be supported alongside the RIIC Hub team. As of June 2023, three staff members have enquired re: external funding applications, with one making an application as an individual, one no longer needing to complete an application and one still in the process of writing their proposal.	Completed
Support the development of at least 4 new funding proposals for the provision of enhancements for patient experience within PTHB services.	Enhancing NHS Services		June 2023 update: Llanidloes palliative care proposal Brecon children's centre waiting area development Llanidloes Birth Centre refurbishments Recliner chair for patients in Machynlleth OT and Physiotherapy	Completed
Support the development of at least 4 new funding proposals for the provision of digital enhancements for PTHB services.	Enhancing NHS Services		June 2023 update: Digital screen licenses Audio 3 warbler device Haygarth bladder scanner Hearing assesment equipment	Completed
Increase the average number of newsletter views on Sharepoint by at least 25%	Establishing a culture of collaboration			Completed
Develop a new working plan for an approach to STEAM engagement across the Health Board with support from the Horizon programme project team.	Establishing a culture of collaboration		This is being developed via Horizon, MH are leading on this - we will work with them to develop a plan to support the programme via CF.	Completed
Process at least 50 successful funding proposals in 2023 through local and general funds.	Demonstrating responsible leadership			Completed
Develop an effective COVID resilience support scheme proposal in partnership with WOD to support staff and volunteers with leadership training.To be submitted to External funder NHS Charities Together.	Enhancing NHS Services	31/10/2023	Application being developed to be submitted end of June to NHS Charities Together's Stage 3 grant programme, outcome end of October. June Priority.	Completed
Update our supporter guides and fundraising packs using new branding.	Establishing a culture of collaboration	30/09/2023	All resources have now been updated with the Charity's new	Completed
Run a campaign with accompanying press release(s) to support the Charity brand launch.	Establishing a culture of collaboration	31/08/2023	Partial campaigned launch in July 2023 with more to follow in	Completed

Identify broad objectives to start to engage audiences that are underserved by the Charity (children & young people, BAME groups, areas of deprivation etc).	Upholding our civic mission	01/09/2023	Charity Manager to research into PAVO/WCVA and the makeup of the voluntary sector / data on Powys communities as part of SEP workplan.	Completed
Participate in and promote at least one joint fundraising campaign with another Welsh NHS Charity or another Powys charity.	Establishing a culture of collaboration	31/12/2023	Charity Manager to raise at NHS CT regional group meeting in July. Opportunities with NHS 75th birthday. If not, then approaches to be made to national partners such as Macmillan/etc.	Completed
Establish key supporter/staff & patient engagement events at local PTHB sites, reaching the South, Mid and the North.	Establishing a culture of collaboration	31/12/2023	To be delivered between Q2-Q3. Started to implement this via NHS 75 grants, we will engage with North South and Mid in July.	Completed
Run a large campaign with accompanying press release(s) to support the NHS 75th Birthday/Big Tea.	Establishing a culture of collaboration	31/07/2023	This is not going to be a large campaign, as we will be focusing on our own NHS 75 grant scheme but we will utilise Big Tea resources as part of this. We will develop our own PR around that. Has been merged into an NHS 75 campaign for staff and community	Completed
Start the development and consultation process with a view to launching a new dedicated website for the Charity.	Demonstrating responsible leadership	01/09/2023	To be delivered between Q3-Q4. Funding secured from NHS CT, procurement to start in earnest in June. With a view to delivering project in 12 months. Procurement has commenced as of September 2023.	Completed
Run at least 2 separate surveys for staff, patients and community members throughout the year to help inform fund priorities.	Demonstrating responsible leadership	30/09/2023	To be delivered in Q1 & Q3 linked to above	Completed
Co-produce a PTHB Charity commitment to a strong carbon reduction and environmental sustainability agenda in conjunction with staff members, with a view to increasing commitments between 2023-2025.	Upholding our civic mission	01/09/2023	Collaboration with the Corporate Governance directorate work on carbon reduction and enhancing organisational sustainability. Potential commitments identified, awaiting review as a directorate to be implemented later in the year.	Completed
Participate in at least two joint campaigns with other third sector partners.	Establishing a culture of collaboration	31/12/2023	Parkrun Wales collaboration in summer 2023. Plans for National NHS Charities Legacy campaign in late 2023.	Completed
Create new fundraising opportunities (events/staff participation/donation collection) at local PTHB sites, reaching the South, Mid and the North.	Establishing a culture of collaboration	31/07/2023	Events planned as part of July's NHS 75 celebrations.	Completed
Supplement existing legacy donations/gifts material with newly created NHS CT resources, making the information available in more locations (online and physical materials)	Establishing a culture of collaboration	30/11/2023	There is a new legacy campaign being developed this Summer by NHS CT which we will be able to capitalise on.	Completed
Achieve an annual expenditure target of 4% total value on General Funds.	Enhancing NHS Services	31/12/2023		Completed
Run at least 2 smaller campaigns throughout the year.	Establishing a culture of collaboration	31/12/2023		Completed
Double the number of non-PTHB staff on the mailing list of the charity's monthly newsletter.	Establishing a culture of collaboration	31/12/2023		Completed
Update organisational Charity policy for PTHB staff members and continue to review annually.	Demonstrating responsible leadership	12/07/2023	To be reviewed at December Committee meeting.	Completed
Update the Charity's Terms of Reference and review annually.	Demonstrating responsible leadership	12/07/2023	To be reviewed at December Committee meeting.	Completed
Establish at least 6 new working partnerships with regional partners, businesses and services.	Establishing a culture of collaboration	31/12/2023		Completed

Develop a monthly, targeted fundraising campaign.	Establishing a culture of collaboration	31/12/2023	Currently developing a campaign on Mental Health & our Mental health fund for October 2023 as part of regular programing, following the NHS 75 and Charity brand launches. A winter campaign will also launch for November - February.	Completed
Establish and run 2-3 Charity specific donation campaigns on Just Giving.	Establishing a culture of collaboration	31/12/2023	Ongoing campaign for Llanidloes Dementia Garden, Winter fundraiser running for November - February.	Completed
Ensure the Charity is able to raise at least £150,000 across all donations and grants (including legacies).	Establishing a culture of collaboration	31/12/2023	This will be achieved by early 2024.	Completed
Publish and distribute at least 2 other separate Charity press releases on completed and in-progress projects to local media.	Establishing a culture of collaboration	31/12/2023	Press coverage from NHS Local Heroes initiative and NHS 75 celebrations and another planned for December donation to Brecon CMHT.	Completed
Partner with at least 20 unique fundraisers across the year for the PTHB Charity (community fundraisers hosting their own collection/fundraiser).	Establishing a culture of collaboration	31/12/2023		Completed
Evaluate the impact of the existing Nurse Bursary Scheme and create a strategic plan to enhance Charity support for training and career pathways within the foundational economy.	Upholding our civic mission	31/12/2023	Awaiting an update from project team on next steps for evaluation and development, this was not received ahead of September cohorts. The project team is working to complete by the end of the year.	Completed
Continue to review the Charity's funding framework to support CFC decision making.	Demonstrating responsible leadership	12/07/2023	This to be reviewed later in the year alongside the ToR and policy reviews for the December CFC meeting.	Completed
Establish the new Charity brand with a launch campaign.	Establishing a culture of collaboration	31/10/2023	To be delivered between Q2 and Q4.	Completed
Establish 2-3 new partnerships with organisations specialising in STEAM engagement.	Establishing a culture of collaboration	31/12/2023	Have established partnerships with WNO on Wellness with WNO programme and with Clatter Community Centre and associated Movement for Health programme.	Completed
Grow the percentage of non-legacy income by 10% year on year.	Establishing a culture of collaboration	31/12/2023		Completed
Establish at least 6 new working partnerships with regional partners, businesses and services.	Establishing a culture of collaboration	31/12/2023	New partnerships established with Starbucks, Parkrun Cymru, Transport for Wales, Local Community Councils via NHS Heroes Scheme, LoF Groups in Llandrindod, Welshpool, Newtown and Brecon and Ystradgynlais Community Gardens Group.	Completed
Ongoing	Strategic priorities	Deadline	Additional notes	Status
Evaluation of existing funding streams with a view to widening access to Charitable Funds. Jones, Shenia 01/12/2023 16:07:13	Demonstrating responsible leadership	01/12/2023	Pieces of work to be done specifically with Joy Garfitt and David Farnsworth on developing new plan for the funds. There are multiple stages to this, need to meet to discuss process first - AS to arrange meetings January/February. Start with biggest funds and work our way down, choose one with each to take forwards. Plans to be finalised for the June CF meeting. Abe to draw up the fund plans (MH, Palliative Care, Welshpool). Palliative Care and MH to be developed for June, Welshpool to return to a later Committee.	Carried over to 2024/25

Survey PTHB staff and Independent Members for feedback on funds and governance arrangements.	Demonstrating responsible leadership	30/09/2023	Develop a new short survey for IMs/CFC members re areas of governance they feel confident/need support, this will follow strategic priorities meeting in Jan 2024. Staff survey included as part of NHS 75 evaluations in July/August and completed.	Carried over to 2024/25
Establish a new strategic plan for PTHB Fund Managers which prioritises patient experience and digital provision in new funding proposals.	Enhancing NHS Services	01/12/2023	Has been incorporated into the three fund plans (Palliative Care Legacy, MH and Welshpool) but further work will be undertaken in 2024 to ensure these plans remain on track and there are regular requests and expenditure against each fund.	Carried over to 2024/25
Complete a full evaluation of the existing nurse bursary scheme launched in 2021.	Enhancing NHS Services	31/12/2023	Full evaluation of the scheme to come later in 2024.	Carried over to 2024/25
Establish a fund strategy with fund managers for all major restricted funds (>£100,000).	Enhancing NHS Services	01/12/2023	This will be incorporated into work noted above.	Carried over to 2024/25
Establish a shortlist of suitable services and begin development of the next bursary scheme funding request.	Enhancing NHS Services	30/09/2023	Looking at specific nurse programmes for specific areas (i.e. Welshpool) as well as opportunities to develop a training bursary for training outside of service area but still beneficial for the NHS. Progress delayed by the lack of evaluation for the first bursary support scheme. Likely to be delayed to next year.	Carried over to 2024/25
Support the development of at least 4 new project proposals under the theme of research, improvement and innovation.	Enhancing NHS Services	31/12/2023	This should be completed via the RIIC hub innovation grant scheme. This scheme has been delayed to 2024.	Carried over to 2024/25
Achieve an annual expenditure target of at least 3% on our Restricted/Legacy fund pots.	Enhancing NHS Services	31/12/2023	Additional focus is being given to restricted/legacy funds in order to achieve this target in 2024. Projects requests are being received through the Palliative Care Legacy Fund and AMI Legacy Fund, but the value of the requests has been relatively low	Carried over to 2024/25
Ensure no restricted fund remain unused for more than two successive financial years.	Enhancing NHS Services	31/12/2023	There will be some funds which still meet this criteria but progress has been made on targeting these funds since April 2023 and the Charity team is developing a new tool to monitor these funds and will align this with other reporting in the new financial year	Carried over to 2024/25
Recruit at least 15 staff 'charity ambassadors' to help coordinate fundraising, donation and grant opportunities at each of PTHB's hospital sites.	Establishing a culture of collaboration	31/12/2023	The Charity will switch its focus onto ensuring there are ambassadors across all hospital sites and across a diverse range of services, as opposed to pure volume in 2024/25.	Carried over to 2024/25
Reach a total of over 32,000 total impressions on X (formerly Twitter) and maintain an average engagement rate of at least 3%	Establishing a culture of collaboration	31/12/2023	The Charity is unlikely to reach its impressions target of 32,000, instead more likely to reach 20-25,000 impressions, however, it will reach and exceed its engagement target with an average of 4.45% over the past four and a half months.	Carried over to 2024/25

Jones, Shania
01/12/2023 16:07:13

Reach a total of over 8,500 in post reach for Facebook whilst maintaining an engagement rate of above 15%.	Establishing a culture of collaboration	31/12/2023	The Charity is unlikely to reach 8,500 as an overall post reach number, in large part due to the change in their way the platform records and reports on engagement reach, which has drastically lowered the number across the platform. At the same time, however, the engagement rate has remained excellent for the Charity's posts with an average 35% engagement rate across the last 4 months (compared to a platform and industry average of 2.5% for organic posts).	Carried over to 2024/25
Reach a combined total of at least 500 followers on social media.	Establishing a culture of collaboration	31/12/2023	The Charity currently sits at 453 followers across its channels and tracking to finish the year at approximately 470 followers. The 500 target should be achieved in early 2024	Carried over to 2024/25

Yet to be started/halted	Strategic priorities	Deadline	Additional notes	Status
Outline a new Charity Volunteer Framework, in collaboration with WOD.	Establishing a culture of collaboration		Powys Teaching Health Board volunteering framework is being revised, Charity and LoF will fall under this.	No longer needed
Achieve COTY (Charity of the Year) status with a new local business/organisation.	Establishing a culture of collaboration		The Charity retains COTY status with The Original Factory Shop (based in Machynlleth).	No longer needed
Develop a new ethical investment strategy in conjunction with the Investment Managers.	Demonstrating responsible leadership	31/12/2023		No longer needed
Collaborate with NHS Charities Together, PAVO, and the RPB to develop and deliver an effective (Stage 2) community partnership grant programme.	Upholding our civic mission	30/06/2023	Project now unlikely to proceed due to Community Partner commitments and prioritising Stage 3 application, Development Grant project, and the Small Health Grants Scheme, which more directly benefit PTHB, the Charity, and PAVO.	No longer needed
Develop a resource plan to accompany the Stakeholder Engagement Plan.	Demonstrating responsible leadership	01/12/2023	A new overall Charity resource plan will be developed following a strategic priorities review in January 2024.	No longer needed

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01/12/2023 16:07:13

Powys THB Finance Department

Charitable Funds Financial Summary

Charitable Funds Committee

Period End October 2023 (Month 7)
FY 2023/24

Date Meeting: 7th December 2023

Jones, Shania
01/12/2023 16:07:13



Subject:	CHARITABLE FUNDS FINANCIAL SUMMARY AT END OCTOBER 2023
Approved & Presented by:	Pete Hopgood, Director of Finance
Prepared by:	Sarah Pritchard, Head of Financial Services
Other Committees and meetings considered at:	None

PURPOSE:
This paper provides the Committee with an update Expenditure Profile of the Charitable Funds for the period from 1st April 2023 to 31 st October 2023.
RECOMMENDATION:
It is recommended that the Committee: <ul style="list-style-type: none">• DISCUSS and NOTE financial summary.• NOTE the current level of income received and expenditure of funds from 1st April 2023 to 31st October 2023.• NOTE any actions or recommendations linked to the financial positon of the funds.

THE PAPER IS ALIGNED TO THE DELIVERY OF THE FOLLOWING STRATEGIC OBJECTIVE(S) AND HEALTH AND CARE STANDARD(S):		
Strategic Objectives:	• Focus on Wellbeing	✓
	• Provide Early Help and Support	✗
	• Tackle the Big Four	✗
	• Enable Joined up Care	✗
	• Develop Workforce Futures	✗
	• Promote Innovative Environments	✗
	• Put Digital First	✗
	• Transforming in Partnership	✗
Health and Care Standards:	• Staying Healthy	✓
	• Safe Care	✓
	• Effective Care	✓
	• Dignified Care	✓
	• Timely Care	✓
	• Individual Care	✓
	• Staff and Resources	✓
	• Governance, Leadership & Accountability	✓

Approval/Ratification/Decision	Discussion	Information
	✓	

Balance Total Charitable Funds		
Financial KPIs :	Value £'000	Trend Compared 01/04/23
Reported Closing Balance Period Ending 31 October 2023	4,155	↓
Movement in Closing Balance Compared Period Ending 31st March 2023 - Negative = reduction balance / Positive = increase in balance	-103	↓

Income & Expenditure Movements	
Area	Value £'000
Total Expenditure: Period April 2023 to October 2023	297
Total Income: Period April 2023 to October 2023	194
Increase or (Decrease) In Fund Balance	-103

Summary

- The opening balance at the 1st April 2023 has been adjusted for required accruals for the 22/23 accounts which relates to items paid in 23/24 but relating to 22/23 charity activities. The revised opening balance is £4.258M and during Months 1 to 4 this decreased overall by £0.103M.
- The total expenditure paid in the period exceeded total income received for the same period by £0.103M.
- A breakdown of this between General Funds and Legacy funds can be found on the next page.
- All funds are unrestricted funds with the exception of one endowment fund.

Balance General Funds		
Financial KPIs :	Value £'000	Trend Compared 01/04/23
Reported Closing Balance Period Ending 31 October 2023	2,554	↓
Movement in Closing Balance Compared Period Ending 31st March 2023 - Negative = reduction balance / Positive = increase in balance	-76	

Balance Legacy Funds		
Financial KPIs :	Value £'000	Trend
Reported Closing Balance Period Ending 31 October 2023	1,602	↓
Movement in Closing Balance Compared Period Ending 31st March 2023 - Negative = reduction balance / Positive = increase in balance	-27	↓

Income & Expenditure Movements: General Funds	
Area	Value £'000
Total Expenditure: Period April 2023 to October 2023	270
Total Income: Period April 2023 to October 2023	194
Increase or (Decrease) In Fund Balance	-76

Income & Expenditure Movements: Legacy Funds	
Area	Value £'000
Total Expenditure: Period April 2023 to October 2023	27
Total Income: Period April 2023 to October 2023	0
Increase or (Decrease) In Fund Balance	-27

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Expenditure Profile for 2023-24	Fund Balance 01/04/2023 £	Income Received 1st April 2023 to 31 October 2023 £	Payments Made 1st April 2023 to 31 October 2023 £	Balance 31 October 2023 £	Balance 1st April 2023 Spent %	Fund Increase (+ve)/ Decrease (-ve) since 1st April 2023 %
Funds over 100K						
Welshpool General Purposes	£530,317	£7,427	£2,032	£535,712	0.38%	1.02%
Mental Health General Purposes	£353,626	£0	£0	£353,626	0.00%	0.00%
Funds between 50 - 100k						
Ystradgynlais Geriatric Ward	£63,045	£0	£0	£63,045	0.00%	0.00%
Knighton General Purposes	£74,174	£0	£100	£74,074	0.13%	-0.13%
Llandrindod General Purposes	£51,477	£70	£943	£50,604	1.83%	-1.70%
Machynlleth General Purposes	£77,699	£1,104	£2,205	£76,597	2.84%	-1.42%
North Powys District Nursing	£56,808	£19,686	£0	£76,494	0.00%	34.65%
Funds between 25-50k						
Brecon General Purposes	£38,689	£1,775	£3,477	£36,988	8.99%	-4.40%
Ystradgynlais General Purposes	£36,591	£1,136	£600	£37,127	1.64%	1.47%
Funds Under 25K						
Brecon	£28,589	£640	£0	£29,229	0.00%	2.24%
Bronllys	£35,898	£0	£5,929	£29,969	16.52%	-16.52%
Builth	£6,737	£0	£1,029	£5,708	15.27%	-15.27%
Llandrindod	£25,512	£1,735	£0	£27,247	0.00%	6.80%
Knighton	£4,037	£450	£0	£4,487	0.00%	11.15%
Llanidloes	£7,745	£3,215	£784	£10,176	10.12%	31.40%
Newtown	£20,939	£16,603	£19,946	£17,596	95.26%	-15.97%
Welshpool	£49,053	£545	£0	£49,598	0.00%	1.11%
Ystradgynlais	£11,602	£0	£0	£11,602	0.00%	0.00%
Women & Children's	£4,668	£0	£0	£4,668	0.00%	0.00%
Mental Health	£11,168	£0	-£20	£11,188	-0.18%	0.18%
POWYS WIDE						
Powys General Purposes	£1,010,246	£104,817	£221,094	£893,969	21.89%	-11.51%
Covid General Purposes	£68,838	£0	£7,019	£61,819	0.00%	0.00%
Nursing Research	£1,397	£0	£0	£1,397	0.00%	0.00%
Palliative Care Fund	£53,957	£4,743	£4,614	£54,086	8.55%	0.24%
District Speech Therapy	£126	£0	£0	£126	0.00%	0.00%
Diabetes Services	£6,388	£0	£0	£6,388	0.00%	0.00%
NHS Charities Together Development Grant Fund	£0	£30,000	£0	£30,000	0.00%	0.00%
Total	£2,629,327	£193,945	£269,750	£2,553,522	10.26%	-2.88%

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Expenditure Profile for 2023-24	Fund Balance 01/04/2023 £	Income Received 1st April 2023 to 31 October 2023 £	Payments Made 1st April 2023 to 31 October 2023 £	Balance 31 October 2023 £	Balance 1st April 2023 Spent %	Fund Increase (+ve)/ Decrease (-ve) since 1st April 2023 %
LEGACY FUNDS						
Brecon Training Legacy	£2,127	£0	£0	£2,127	0.00%	0.00%
AMI Legacy	£102,256	£0	£24,233	£78,023	23.70%	-23.70%
Hazels Legacy	£270,291	£0	£0	£270,291	0.00%	0.00%
Mid & South Powys Community & Palliative Services	£1,010,833	£0	£2,657	£1,008,176	0.26%	-0.26%
Ystradgynlais Estate M R Morgan Properties	£62,000	£0	£0	£62,000	0.00%	0.00%
Estate M J Brand Property Fund	£181,250	£0	£0	£181,250	0.00%	0.00%
Total	£1,628,756	£0	£26,890	£1,601,867	1.65%	-1.65%

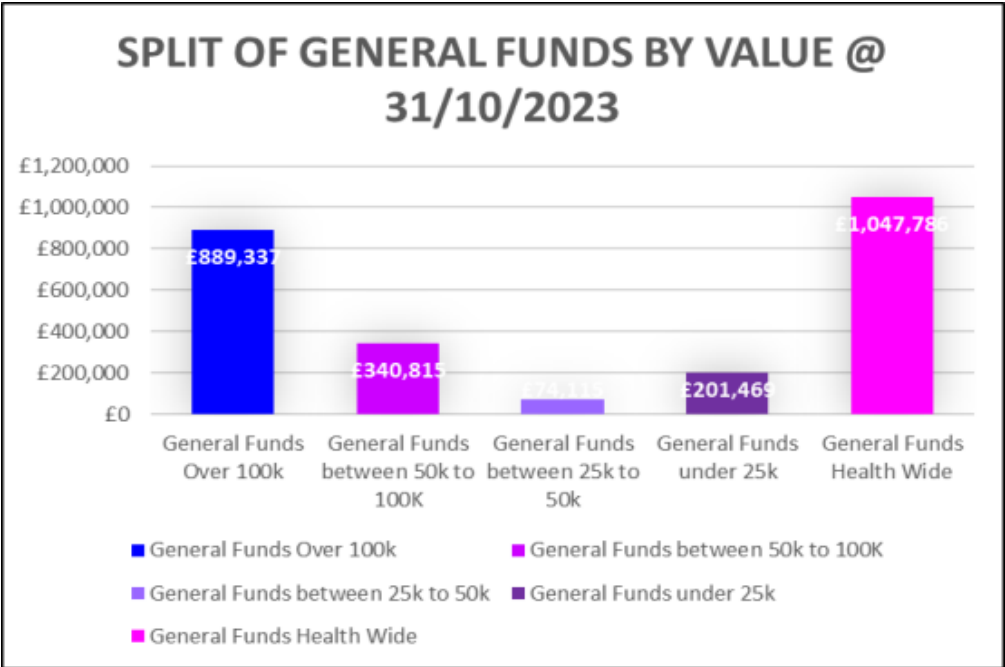
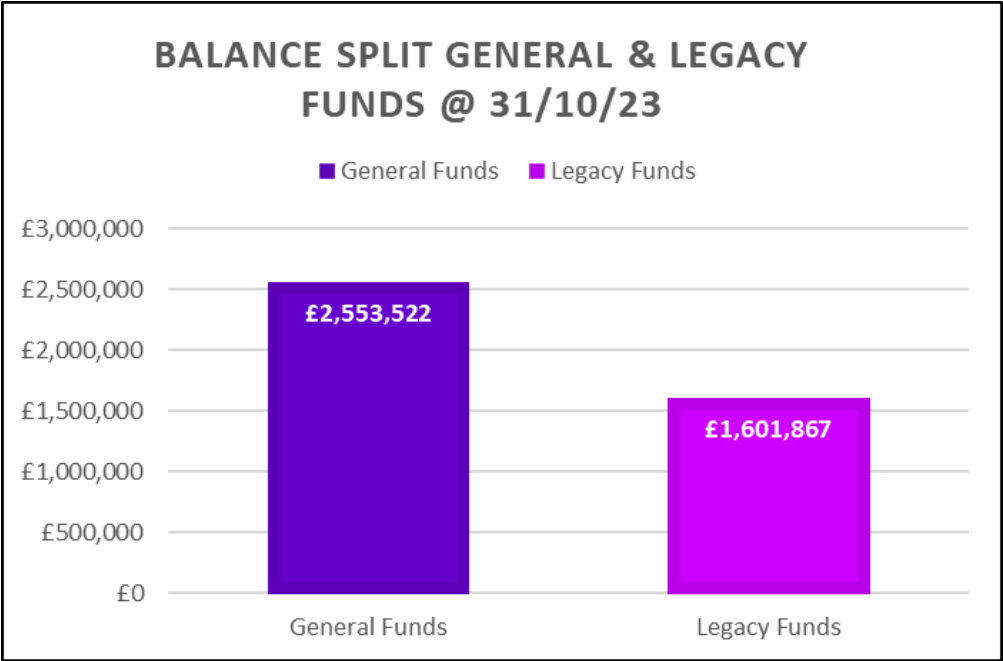
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Powys TLHB Charity Balance Sheet as at 31 October 2023						
						Total
			Unrestricted	Endowment		31 July
			funds	funds		2023
			£000	£000		£000
Investments:						
	Property Investments		243	0		243
	Portfolio Investments		3,319	3		3,322
Total Investments			3,562	3		3,565
Current assets:						
	Debtors		13	0		13
	Cash and cash equivalents		820	0		820
Total current assets			833	0		833
Liabilities:						
	Creditors: Amounts falling due within one year		228	0		228
Net current assets / (liabilities)			605	0		605
Total assets less current liabilities			4,167	3		4,170
	Creditors: Amounts falling due after more than one year		15	0		15
Total net assets / (liabilities)			4,152	3		4,155
The funds of the charity:						
	Endowment Funds			3		3
	Unrestricted income funds		4,152			4,152
Total funds			4,152	3		4,155

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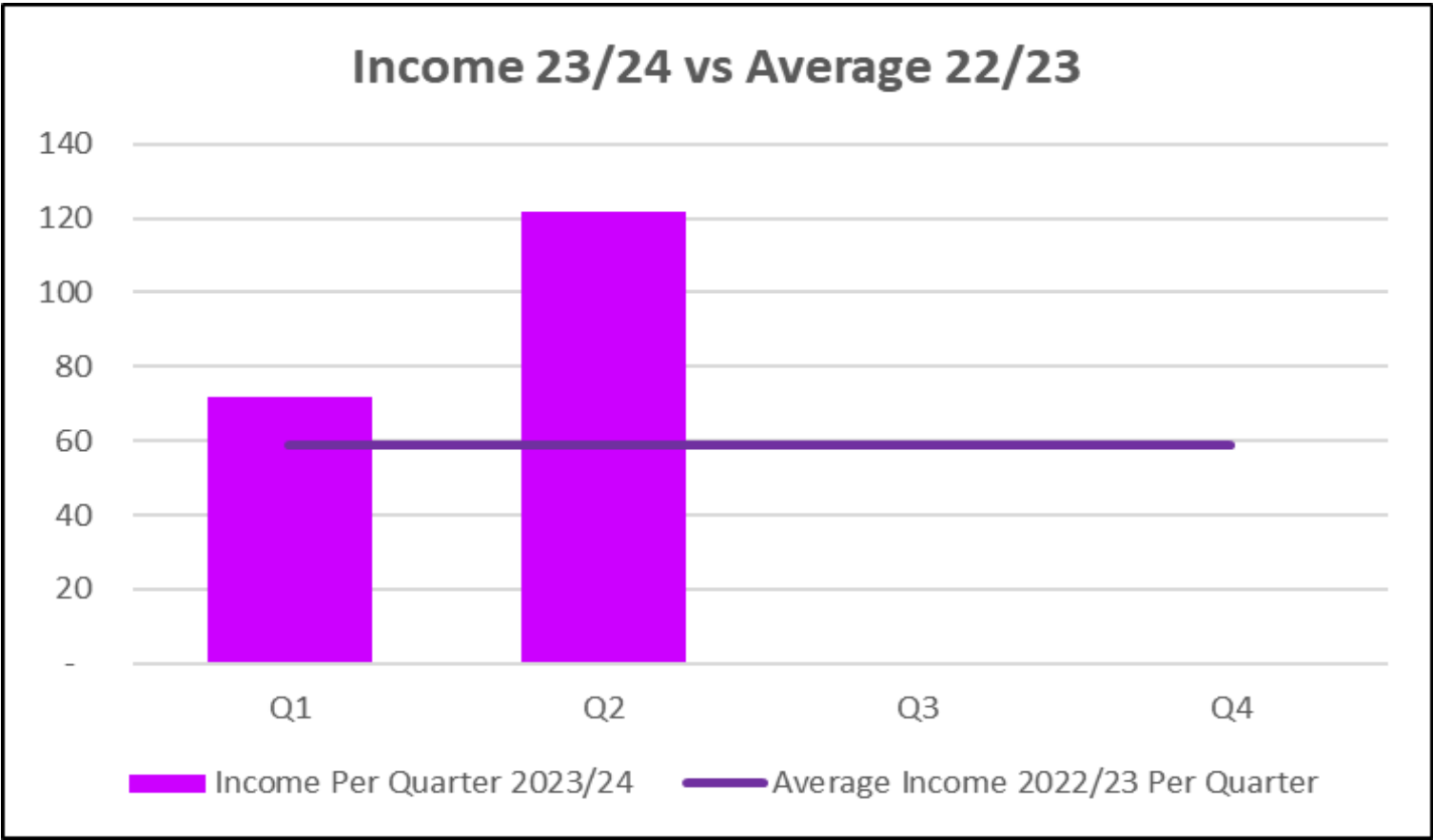
Balances Legacy and General Funds

General Funds Split into Value of Fund

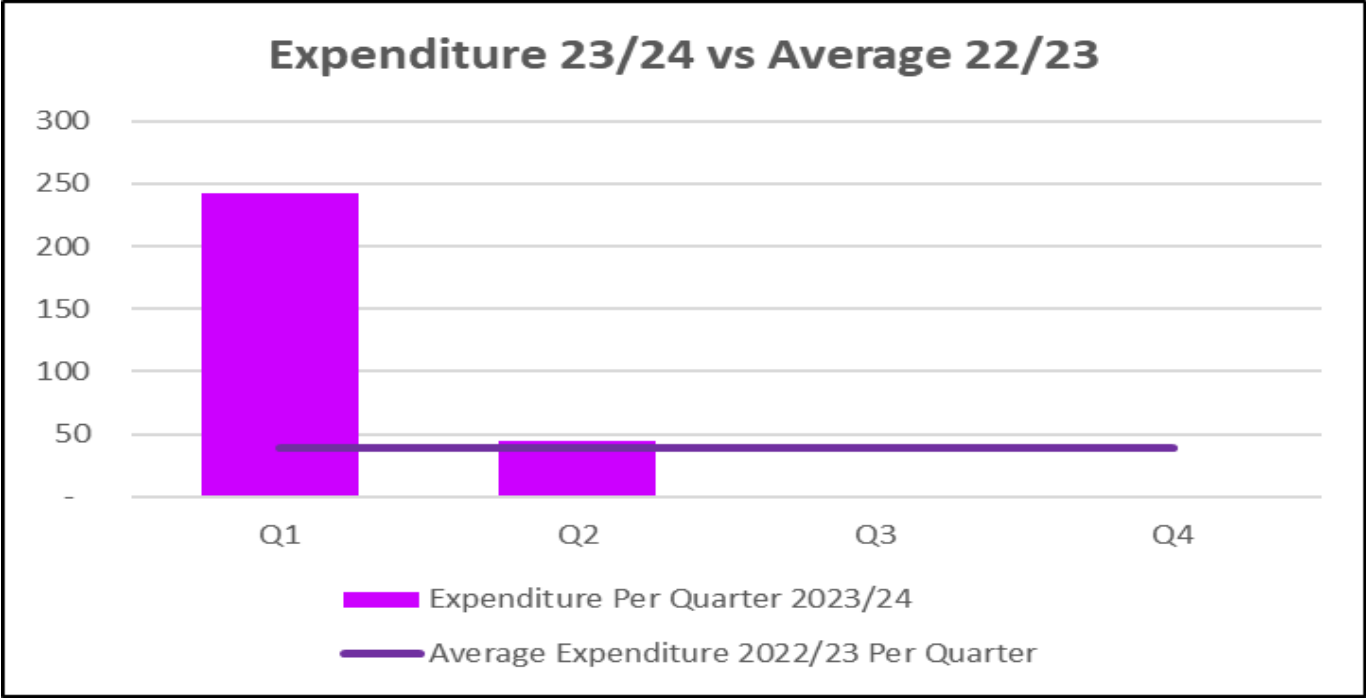


Type Fund	Values
General Funds	£2,553,522
Legacy Funds	£1,601,867
Total	£4,155,389

Type Fund	Values
General Funds Over 100k	£889,337
General Funds between 50k to 100K	£340,815
General Funds between 25k to 50k	£74,115
General Funds under 25k	£201,469
General Funds Health Wide	£1,047,786
Total	£2,553,522



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01/12/2023 16:07:13



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01/12/2023 16:07:13

- GENERAL FUNDS = From an amount of £2,629,327 held within General Purposes or designated funds at the 1st April 2023, income of £193,945 has been received and £269,750 of expenditure has been paid. This equates to 10% of funds held at 1st April 2023 have actually been spent.
- LEGACY FUNDS = From an amount of £1,628,756 of funds held within legacies at the 1st April 2023, £0 income has been received and £26,890 of expenditure has been paid. This equates to 1.65% of funds held at 1st April 2023 have actually been spent.
- BANK BALANCE - The Balance held within the bank account at 31st March 2023 is just over £0.820M. Discussions with our investment advisors as to whether a short term investment option was available has been undertaken but they advised that they could not guarantee any short term investments would repay the amount invested over the shorter term. A term of investment for 3 years would be advised to ensure the investment would retain its level. They advised us to retain this within our bank over the short term. We do have some larger items of expenditure expected in the coming months which should reduce the balance closer to our target cash balance of £0.5M.

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01/12/2023 16:07:13



Valuation Report



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Powys Teaching Local Health Board Charitable Fund

For the period from 30/06/2023 to 30/09/2023
Generated on 30/10/2023

PORTFOLIO INFORMATION

Portfolio Number	P1724031
Service Category	Discretionary
Risk Profile	Risk Level 6
Investment Strategy	Income
PRC6 Code	651651

CONTENTS

Cover Page
Overview Page
Portfolio Performance
Asset Allocation
Top Holdings
Holding Summary
Transaction Details
Cash Movements
Market Commentary
Important Information

Jones, Shenja
01/12/2023 16:07:13



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Overview

Portfolio Valuation

Value on 30/09/2023	£ 3,283,915.53
Estimated Annual Income	£ 111,433.02
Estimated Annual Yield	3.39%

Performance Summary

Portfolio Return Net of Fees*	0.32%
Portfolio Return Gross of Fees**	0.42%

Opening Value £ 3,306,473.72

Net Amount Added/Withdrawn	- £ 36,358.62
Income Received	£ 33,841.51
Net Effect of Dividend Pending Changes***	- £ 2,478.46

Capital Appreciation - £ 17,562.62

Closing Asset Balance	£ 3,275,555.53
Dividends Pending****	£ 8,360.00
Closing Total Balance	£ 3,283,915.53

* Net portfolio returns are calculated after management fees and trading expenses.

** Gross portfolio returns are calculated before management fees and trading expenses.

*** This figure does not reflect a cash transaction but rather the difference in value between the dividends that were due, but not paid, at the start of the period compared to the value of the dividends due, but not paid, at the end of period.

**** Dividend Pending is forecast income you are entitled to receive but not yet paid out.

Summary of Charges

Total RBC Brewin Dolphin Management Fees	£ 2,863.60
Intermediary Charges	£ 0.00
VAT charged during the period*****	£ 572.72
Total Dealing Charges	£ 4.00
Other RBC Brewin Dolphin Charges	£ 0.00

Total Fees and Charges Deducted During the Period £ 3,440.32

***** Includes VAT incurred after 30 January 2023 only.

Objectives

Investment Strategy and Risk Classification

Investment Strategy

Risk Classification

Income

Risk Level 6

Benchmark

Service Category

Risk Category 6 - Income

Discretionary

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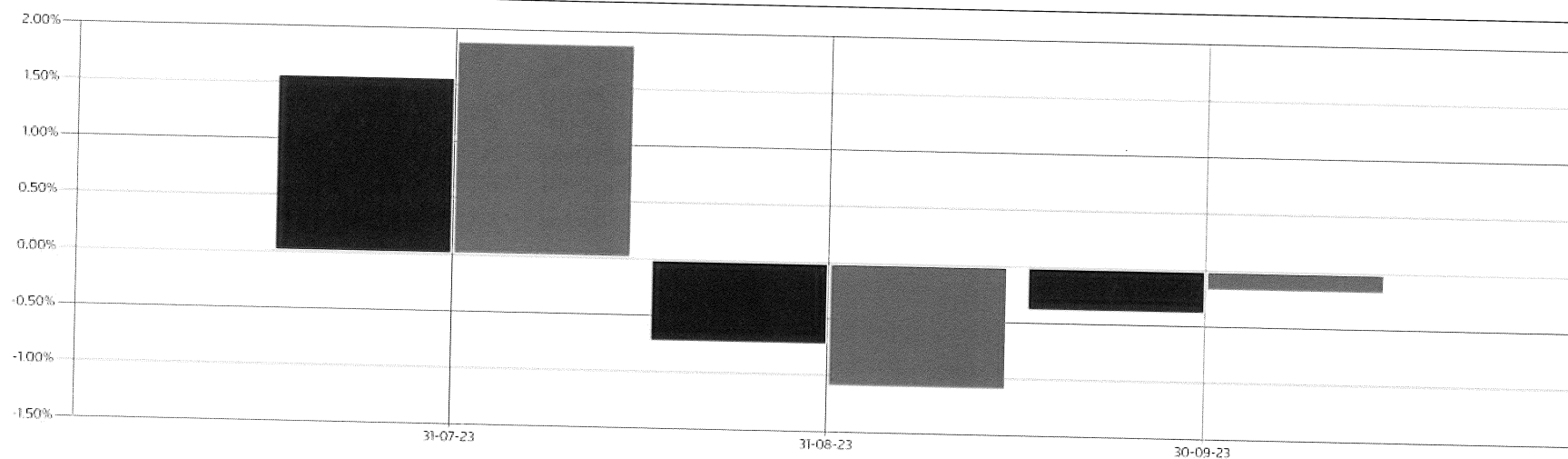
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Periodic Performance

Monthly Performance Breakdown (%)

Name	ID	Currency	31-07-23	31-08-23	30-09-23
■ Powys Teaching Local Health...		GBP	1.57	-0.74	-0.39
■ Risk Category 6 - Income		GBP	1.90	-1.11	-0.19
POWYS TEACHING LOCAL HEALTH	POWYS0004	GBP	1.57	-0.74	-0.39

Monthly Performance Comparison



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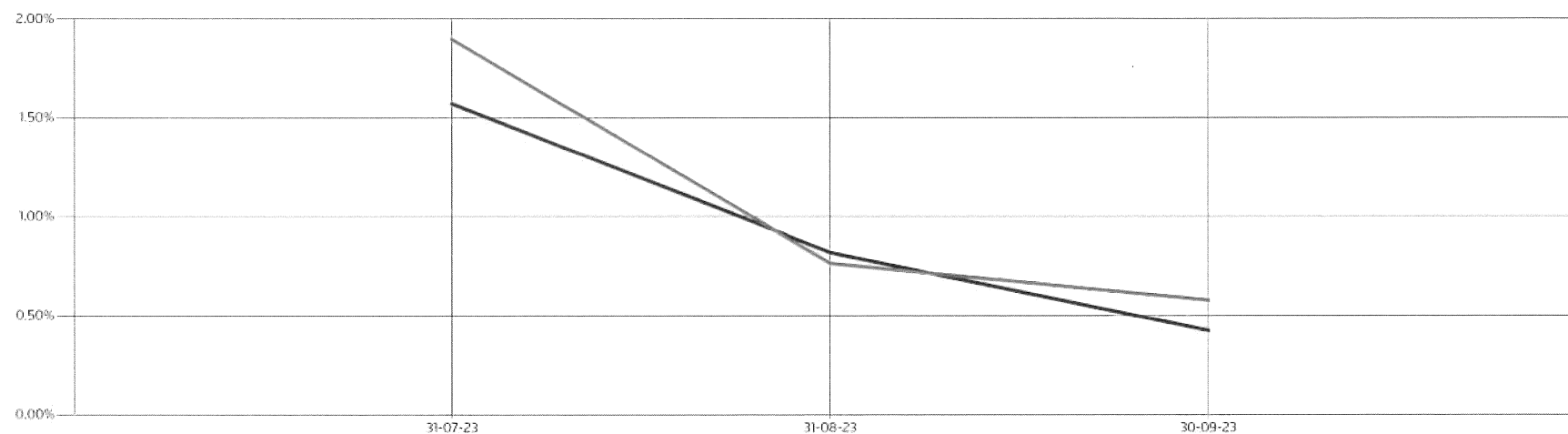
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Cumulative Performance

Cumulative Performance Breakdown (%)

Name	ID	Currency	31-07-23	31-08-23	30-09-23
■ Powys Teaching Local Health...		GBP	1.57	0.82	0.42
■ Risk Category 6 - Income		GBP	1.90	0.76	0.58
POWYS TEACHING LOCAL HEALTH	POWYS0004	GBP	1.57	0.82	0.42

Cumulative Performance Comparison



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01/12/2023 16:07:13

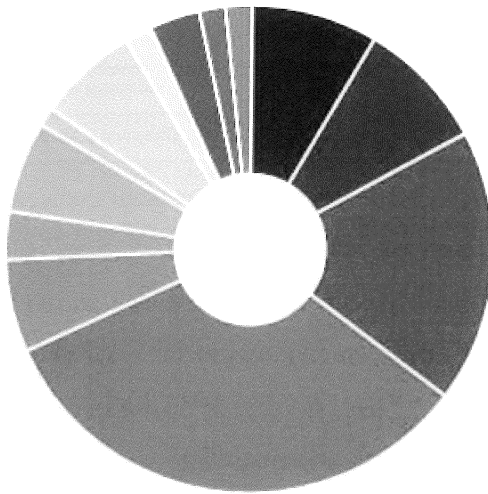


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Asset Allocation

Asset Allocation



Asset Allocation

Market Value at 30/09/2023

% of Holdings

■ UK Bonds	275,042.16	8.38
■ Overseas Bonds	284,046.51	8.65
■ UK Equities	594,013.25	18.09
■ North American Equities	1,087,881.61	33.13
■ European Equities	202,276.12	6.16
■ Japanese Equities	104,744.61	3.19
■ Developed Asia ex Japan Equities	196,443.34	5.98
■ Emerging Market Equities	41,132.17	1.25
■ Absolute Return	214,204.90	6.52
■ Property	59,536.84	1.81
■ Other Investments	109,413.09	3.33
■ Cash Product	57,000.00	1.74
■ Cash	58,180.93	1.77
TOTAL	3,283,915.53	100.00

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01/12/2023 16:07:13



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10 Largest Holdings

Name	Country	Sector	%
FIDELITY UCITS ICAV US QUALITY INCOME UCITS ETF INC USD	North America	Open Ended Collectives	8.21
BNY MELLON INVESTMENT FUNDS BNY MELLON US EQUITY INCOME FUND F DIS	United States of America	Open Ended Collectives	6.88
JPMORGAN FUND ICVC JPM US EQUITY INCOME C2 GBP NET DIS	United Kingdom	Open Ended Collectives	6.60
BLACKROCK FUND MANAGERS LTD BLACKROCK CONTINENTAL EUROPEAN INC D DIS	Other European	Open Ended Collectives	6.16
BNY MELLON INVESTMENT FUNDS BNY MELLON ASIAN INCOME FUND U DIS	Asia	Open Ended Collectives	5.98
ISHARES CORE S&P 500 UCITS ETF USD (DIST)	United States of America	Open End and Miscellaneous Investment Vehicles	4.87
VANGUARD FUNDS PLC S&P 500 UCITS ETF USD DIS	United States of America	Open End and Miscellaneous Investment Vehicles	4.84
JUPITER UNIT TRUST MANAGERS LTD JUPITER JAPAN INCOME U2 GBP DIS	India	Open Ended Collectives	3.19
JANUS HENDERSON FUND MGMT UK LTD JANUS HEND FXD INT MTHLY INC GQ GBP DIS	Global	Corporate Bond Funds	2.97
JUPITER UNIT TRUST MANAGERS LTD JUPITER GLOBAL STRAT BOND X GBP DIS	Global	Corporate Bond Funds	2.84
Total Largest Holdings			52.55
Total Other Holdings			47.45
Total Holdings			100.00

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01/12/2023 16:07:13



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Holdings Summary

Quantity	Security Name	SubPortfolio ID	Price	Accrued Interest	Book Cost	Market Value	Est. Gross Income	Est. Gross Yield %	Ptf %
UK Bonds									
Government Bonds									
109,540	INSIGHT INV DISCRETIONARY FDS ICVC INSIGHT INV UK GOVT ALL MATRITS BD GRS P	POWYS0004	0.7697 GBP		86,784.50	84,312.94	2,017.95	2.39	2.57
53,390 GBP	UNITED KINGDOM(GOVERNMENT OF) 4.5% GILT BDS 07/09/2034 GBP1000	POWYS0004	99.83 %	151.81	53,937.25	53,451.05	2,402.55	4.51	1.63
Corporate Bond Funds									
695	TWENTYFOUR INVESTMENT FUNDS CORPORATE BOND I GBP DIS	POWYS0004	79.42 GBP		72,551.79	55,196.90	2,199.52	3.98	1.68
Open Ended Collectives									
86,730	ROYAL LONDON BOND FUNDS II ICVC ROYAL LONDON ETHICAL BOND Z GBP DIS	POWYS0004	0.9464 GBP		83,365.05	82,081.27	3,356.54	4.09	2.50
Sub Total UK Bonds				151.81	296,638.59	275,042.16	9,976.56	3.63	8.38
Overseas Bonds									
Government Bonds									
490	VANGUARD INVESTMENT SERIES PLC VANGUARD U S GOVT BOND IDX GBP HGD DIS	POWYS0004	84.6035 GBP		43,115.44	41,455.72	1,149.01	2.77	1.26
Index Linked Bonds									
2,240	XTRACKERS II GBL INFLT LKD BD UETF 3D GBP H D	POWYS0004	23.07 GBP		65,798.47	51,676.80	420.22	0.81	1.57
Corporate Bond Funds									
222,275	JANUS HENDERSON FUND MGMT UK LTD JANUS HEND FXD INT MTHLY INC GQ GBP DIS	POWYS0004	0.4391 GBP		132,053.36	97,600.95	5,000.30	5.12	2.97
120,435	JUPITER UNIT TRUST MANAGERS LTD JUPITER GLOBAL STRAT BOND X GBP DIS	POWYS0004	0.7748 GBP		121,683.51	93,313.04	5,135.23	5.50	2.84



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Sub Total Overseas Bonds					362,650.78	284,046.51	11,704.76	4.12	8.65
UK Equities									
Oil, Gas and Coal									
6,810	BP ORD USD0.25	POWYS0004	5.314 GBP		22,835.97	36,188.34	1,561.40	4.31	1.10
1,485	SHELL PLC ORD EUR0.07	POWYS0004	26.06 GBP		15,625.70	38,699.10	1,406.40	3.63	1.18
Chemicals									
290	CRODA INTERNATIONAL ORD GBP0.10609756	POWYS0004	49.15 GBP		12,867.80	14,253.50	313.20	2.20	0.43
Industrial Metals and Mining									
540	RIO TINTO ORD GBP0.10	POWYS0004	51.74 GBP		16,320.76	27,939.60	1,744.31	6.24	0.85
Industrial Support Services									
345	ASSTEAD GROUP ORD GBP0.10	POWYS0004	50.02 GBP		6,179.09	17,256.90	273.90	1.59	0.53
Medical Equipment and Services									
2,930	SMITH & NEPHEW ORD USD0.20	POWYS0004	10.23 GBP		31,354.34	29,973.90	900.16	3.00	0.91
Pharmaceuticals & Biotechnology									
294	ASTRAZENECA ORD USD0.25	POWYS0004	111.02 GBP		21,393.44	32,639.88	689.72	2.11	0.99
11,790	HALEON PLC ORD GBP0.01	POWYS0004	3.4085 GBP		35,726.03	40,186.22	495.18	1.23	1.22
Media									



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Holdings Summary

Quantity	Security Name	SubPortfolio ID	Price	Accrued Interest	Book Cost	Market Value	Est. Gross Income	Est. Gross Yield %	Ptf %
755	RELX PLC GBP0.1444	POWYS0004	27.75 GBP		13,504.21	20,951.25	422.04	2.01	0.64
Gas, Water & Multiutilities									
4,495	NATIONAL GRID ORD GBP0.12431289	POWYS0004	9.8 GBP		41,060.11	44,051.00	2,492.03	5.66	1.34
Non-Life Insurance									
1,730	ADMIRAL GROUP ORD GBP0.001	POWYS0004	23.77 GBP		37,336.79	41,122.10	1,531.05	3.72	1.25
Life Insurance									
16,545	LEGAL & GENERAL GROUP ORD GBP0.025	POWYS0004	2.225 GBP		32,263.54	36,812.63	3,249.44	8.83	1.12
Investment Banking and Brokerage Services									
18,660	M&G PLC ORD GBP0.05	POWYS0004	1.973 GBP		27,384.55	36,816.18	3,713.34	10.09	1.12
Open End and Miscellaneous Investment Vehicles									
11,245	ISHARES CORE FTSE100 UCITS ETF GBP DIS	POWYS0004	7.422 GBP		68,603.30	83,460.39	3,150.85	3.78	2.54
Open Ended Collectives									
39,100	LINK FUND SOLUTIONS LTD GRESHAM HS UK MUL CAP F INC	POWYS0004	1.2665 GBP		53,959.39	49,520.15	2,094.23	4.23	1.51
26,385	PREMIER MITON INVESTMENT FUNDS 3 PREMIER MITON UK MULTI CAP INCOME B DIS	POWYS0004	1.673 GBP		41,822.34	44,142.11	2,262.54	5.13	1.34
Sub Total UK Equities					478,237.36	594,013.25	26,299.79	4.43	18.09
North American Equities									
Open End and Miscellaneous Investment Vehicles									



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Holdings Summary

Quantity	Security Name	SubPortfolio ID	Price	Accrued Interest	Book Cost	Market Value	Est. Gross Income	Est. Gross Yield %	Ptf %
4,555	ISHARES CORE S&P 500 UCITS ETF USD (DIST)	POWYS0004	35.13375 GBP		155,150.55	160,034.23	2,146.50	1.34	4.87
2,390	VANGUARD FUNDS PLC S&P 500 UCITS ETF USD DIS	POWYS0004	66.5551 GBP		109,177.02	159,066.69	2,129.57	1.34	4.84
Open Ended Collectives									
5,465	BAILLIE GIFFORD OSEAS GTH FDS ICVC BAILLIE GIFFORD AMERICAN FUND W1 DIS	POWYS0004	10.33 GBP		93,270.70	56,453.45	0.00	0.00	1.72
143,410	BNY MELLON INVESTMENT FUNDS BNY MELLON US EQUITY INCOME FUND F DIS	POWYS0004	1.5756 GBP		229,066.56	225,956.80	5,550.91	2.46	6.88
38,735	FIDELITY UCITS ICAV US QUALITY INCOME UCITS ETF INC USD	POWYS0004	6.9625 GBP		220,312.29	269,692.44	6,033.29	2.24	8.21
147,000	JPMORGAN FUND ICVC JPM US EQUITY INCOME C2 GBP NET DIS	POWYS0004	1.474 GBP		156,651.01	216,678.00	5,571.30	2.57	6.60
Sub Total North American Equities					963,628.13	1,087,881.61	21,431.57	1.97	33.13
European Equities									
Open Ended Collectives									
117,870	BLACKROCK FUND MANAGERS LTD BLACKROCK CONTINENTAL EUROPEAN INC D DIS	POWYS0004	1.716095 GBP		185,093.62	202,276.12	8,609.77	4.26	6.16
Sub Total European Equities					185,093.62	202,276.12	8,609.77	4.26	6.16
Japanese Equities									
Open Ended Collectives									
96,905	JUPITER UNIT TRUST MANAGERS LTD JUPITER JAPAN INCOME U2 GBP DIS	POWYS0004	1.0809 GBP		91,175.50	104,744.61	2,591.82	2.47	3.19
Sub Total Japanese Equities					91,175.50	104,744.61	2,591.82	2.47	3.19
Developed Asia ex Japan Equities									



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Holdings Summary

Quantity	Security Name	SubPortfolio ID	Price	Accrued Interest	Book Cost	Market Value	Est. Gross Income	Est. Gross Yield %	Ptf %
Open Ended Collectives									
174,865	BNY MELLON INVESTMENT FUNDS BNY MELLON ASIAN INCOME FUND U DIS	POWYS0004	1.1234 GBP		177,754.68	196,443.34	8,089.43	4.12	5.98
	Sub Total Developed Asia ex Japan				177,754.68	196,443.34	8,089.43	4.12	5.98
Emerging Market Equities									
Open Ended Collectives									
63,850	JPMORGAN FUND ICVC JPM EMERGING MARKETS INCOME C NET DIS	POWYS0004	0.6442 GBP		38,968.60	41,132.17	1,570.71	3.82	1.25
	Sub Total Emerging Market Equities				38,968.60	41,132.17	1,570.71	3.82	1.25
Absolute Return									
Corporate Bond Funds									
82,870	ARTEMIS FUNDS (LUX) SHT DATED GBL HIG YLD BD FI GBP	POWYS0004	0.8864 GBP		77,423.07	73,455.97	4,595.56	6.26	2.24
70,209.871	BNY MELLON INVESTMENT FUNDS BNY MLN GBL DYNM BD NEWTON INSTL 3 DIS	POWYS0004	0.8633 GBP		69,914.58	60,612.18	2,486.26	4.10	1.85
885	MUZINICH & CO IRELAND LIMITED MUZINICH GBL TACTICAL CRED G GBP H DIS	POWYS0004	90.55 GBP		86,676.90	80,136.75	2,231.88	2.79	2.44
	Sub Total Absolute Return				234,014.55	214,204.90	9,313.70	4.35	6.52
Property									
Closed Ended Collectives									
37,980	BLACKROCK FUND MANAGERS LTD BR CIF ISHS ENV & LOW CAR TILT R/EST IDX	POWYS0004	1.567584 GBP		60,633.09	59,536.84	1,787.31	3.00	1.81
	Sub Total Property				60,633.09	59,536.84	1,787.31	3.00	1.81

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Holdings Summary

Quantity	Security Name	SubPortfolio ID	Price	Accrued Interest	Book Cost	Market Value	Est. Gross Income	Est. Gross Yield %	Ptf %
Other Investments									
Infrastructure Inv Trust									
28,910	HICL INFRASTRUCTURE PLC ORD GBP0.0001	POWYS0004	1.24 GBP		48,226.62	35,848.40	2,385.08	6.65	1.09
29,780	INTERNATIONAL PUBLIC PARTNERSHIP ORD GBP0.0001	POWYS0004	1.238 GBP		47,853.27	36,867.64	2,421.11	6.57	1.12
34,425	THE RENEWABLES INFRASTRUCTURE GRP ORD NPV	POWYS0004	1.066 GBP		41,586.40	36,697.05	2,413.19	6.58	1.12
Sub Total Other Investments					137,666.29	109,413.09	7,219.38	6.60	3.33
Cash Product									
Open Ended Collectives									
57,000	INSTITUTIONAL CASH SERIES PLC BR ICS STERLING LQDTY PREM T1 GBP DIS	POWYS0004	1 GBP		57,000.00	57,000.00	2,838.22	4.98	1.74
Sub Total Cash Product					57,000.00	57,000.00	2,838.22	4.98	1.74
Cash									
Cash									
14,800.69 GBP	Capital	POWYS0004		0.00	14,800.69	14,800.69			0.45
35,020.24 GBP	Income	POWYS0004		0.00	35,020.24	35,020.24			1.07
0 GBP	Dealing	POWYS0004		0.00	0.00	0.00			0.00
8,360 GBP	Dividends Pending	POWYS0004		0.00	8,360.00	8,360.00			0.25
0 SEK	Dividends Pending	POWYS0004		0.00	0.00	0.00			0.00

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Holdings Summary

Quantity	Security Name	SubPortfolio ID	Price	Accrued Interest	Book Cost	Market Value	Est. Gross Income	Est. Gross Yield %	Ptf %
0 USD	Dividends Pending	POWYS0004		0.00	0.00	0.00			0.00
Sub Total Cash				0.00	58,180.93	58,180.93			1.77
TOTAL IN GBP				151.81	3,141,642.12	3,283,915.53	111,433.02	3.39	100.00

Jones, Shania
01/12/2023 16:07:13



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Transaction Details (from 01/07/2023 to 30/09/2023)

POWYS0004

Date	Transaction	Quantity	Security Name	Price	Commission Cost	Contract Charge	Net Amount
POWYS0004							
01/08/2023 01:00	Buy	68,180.00	INSIGHT INV DISCRETIONARY FDS ICVC INSIGHT INV UK GOVT ALL MATRITS BD GRS P	0.79 GBP	0.00	0.00	-54,134.92
01/08/2023 10:01	Buy	195.00	VANGUARD FUNDS PLC S&P 500 UCITS ETF USD DIS	67.68 GBP	0.00	0.00	-13,197.11
01/08/2023 10:08	Buy	370.00	ISHARES CORE S&P 500 UCITS ETF USD (DIST)	35.55 GBP	0.00	0.00	-13,153.50
01/08/2023 11:30	Sell	16,920.00	BARCLAYS PLC ORD GBP0.25	1.53 GBP	0.00	0.00	25,815.03
01/09/2023 09:21	Sell	425.00	ADMIRAL GROUP ORD GBP0.001	24.68 GBP	0.00	0.00	10,489.45
01/09/2023 10:05	Sell	2,800.00	ST JAMES'S PLACE ORD GBP0.15	8.80 GBP	0.00	0.00	24,646.00
01/09/2023 13:39	Buy	2,930.00	SMITH & NEPHEW ORD USD0.20	10.70 GBP	0.00	0.00	-31,354.34
09/09/2023 00:00	Dividend Cash Book Cost Adjustment	0.00	JUPITER UNIT TRUST MANAGERS LTD JUPITER JAPAN INCOME U2 GBP DIS		0.00	0.00	87.69
31/07/2023 00:00	Dividend Cash Book Cost Adjustment	0.00	BLACKROCK FUND MANAGERS LTD BLACKROCK CONTINENTAL EUROPEAN INC D DIS		0.00	0.00	211.57



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Valuation report for Powys Teaching Local Health Board Charitable Fund
For the period from 30/06/2023 to 30/09/2023
All values and returns reported in British Pounds
Valuations as at today use the previous trading day's closing prices.
For backdated valuations prices are at the period end date.

Transaction Details (from 01/07/2023 to 30/09/2023)

POWYS0004

Date	Transaction	Quantity	Security Name	Price	Commission Cost	Contract Charge	Net Amount
POWYS0004							
31/07/2023 10:22	Sell	63,360.00	UNITED KINGDOM(GOVERNMENT OF) 4.125% BDS 29/01/2027 GBP1000	97.50 %	0.00	0.00	61,776.00
31/07/2023 10:40	Sell	46,060.00	UNITED KINGDOM(GOVERNMENT OF) 5% SNR BDS 07/03/2025 GBP1000	99.94 %	0.00	0.00	46,032.36
31/07/2023 10:43	Buy	53,390.00	UNITED KINGDOM(GOVERNMENT OF) 4.5% GILT BDS 07/09/2034 GBP1000	101.03 %	0.00	0.00	-53,937.25

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Valuation report for Powys Teaching Local Health Board Charitable Fund
For the period from 30/06/2023 to 30/09/2023
All values and returns reported in British Pounds
Valuations as at today use the previous trading day's closing prices.
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Cash Movements

Date	Description	Debit	Credit	Balance
Cash Movements for account : Capital POWYS0004 GBP				
01/07/2023	Balance Brought Forward			14,974.47 GBP
05/07/2023	Investment Management Fee 06-APR-2023 to 05-JUL-2023 POWYS0004	-2,863.60 GBP	-	12,110.87 GBP
05/07/2023	Tax on Investment Management Fee 06-APR-2023 to 05-JUL-2023 POWYS0004	-572.72 GBP	-	11,538.15 GBP
31/07/2023	Equalisation Payment BLACKROCK FUND MANAGERS LTD BLACKROCK CONTINENTAL EUROPEAN INC D DIS	-	211.57 GBP	11,749.72 GBP
31/07/2023	Sell 63,360.00 BNF1 UNITED KINGDOM(GOVERNMENT OF) 4.125% BDS 29/01/2027 GBP1000 (GB00BL6C7720)	-	61,797.31 GBP	73,547.03 GBP
31/07/2023	Sell 46,060.00 BNF1 UNITED KINGDOM(GOVERNMENT OF) 5% SNR BDS 07/03/2025 GBP1000 (GB0030880693)	-	46,952.31 GBP	120,499.34 GBP
31/07/2023	Buy 53,390.00 BNF1 UNITED KINGDOM(GOVERNMENT OF) 4.5% GILT BDS 07/09/2034 GBP1000 (GB00B52WS153)	-54,896.95 GBP	-	65,602.39 GBP
01/08/2023	Buy 195 SHVO VANGUARD FUNDS PLC S&P 500 UCITS ETF USD DIS (IE00B3XXRP09)	-13,197.11 GBP	-	52,405.28 GBP
01/08/2023	Buy 370 SHVO ISHARES CORE S&P 500 UCITS ETF USD (DIST) (IE0031442068)	-13,153.50 GBP	-	39,251.78 GBP
01/08/2023	Sell 16,920 SHVO BARCLAYS PLC ORD GBP0.25 (GB0031348658)	-	25,815.03 GBP	65,066.81 GBP
01/08/2023	Buy 68,180.000 FDBO INSIGHT INV DISCRETIONARY FDS ICVC INSIGHT INV UK GOVT ALL MATRITS BD GRS P (GB00BYQKQN62)	-54,134.92 GBP	-	10,931.89 GBP
01/09/2023	Sell 425 SHVO ADMIRAL GROUP ORD GBP0.001 (GB00B02J6398)	-	10,489.45 GBP	21,421.34 GBP
01/09/2023	Sell 2,800 SHVO ST JAMES'S PLACE ORD GBP0.15 (GB0007669376)	-	24,646.00 GBP	46,067.34 GBP
01/09/2023	Buy 2,930 SHVO SMITH & NEPHEW ORD USD0.20 (GB0009223206)	-31,354.34 GBP	-	14,713.00 GBP
29/09/2023	Equalisation Payment JUPITER UNIT TRUST MANAGERS LTD JUPITER JAPAN INCOME U2 GBP DIS	-	87.69 GBP	14,800.69 GBP
30/09/2023	Balance Carried Forward			14,800.69 GBP



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Valuation report for Powys Teaching Local Health Board Charitable Fund
For the period from 30/06/2023 to 30/09/2023
All values and returns reported in British Pounds
Valuations as at today use the previous trading day's closing prices.
For backdated valuations prices are at the period end date.

Cash Movements

Date	Description	Debit	Credit	Balance
Cash Movements for account : Income POWYS0004 GBP				
01/07/2023	Balance Brought Forward			34,101.03 GBP
05/07/2023	Income Payment	-32,922.30 GBP	-	1,178.73 GBP
14/07/2023	DIV VANGUARD INVESTMENT SERIES PLC VANGUARD U S GOVT BOND IDX GBP HGD DIS 490	-	295.87 GBP	1,474.60 GBP
28/07/2023	DIV PREMIER MITON INVESTMENT FUNDS 3 PREM MITON UK MULTI CAP INC B INSTL DIS 26385	-	860.15 GBP	2,334.75 GBP
31/07/2023	Interest JANUS HENDERSON FUND MGMT UK LTD JANUS HEND FXD INT MTHLY INC GQ GBP DIS	-	1,104.93 GBP	3,439.68 GBP
31/07/2023	Interest UNITED KINGDOM(GOVERNMENT OF) 4.125% BDS 29/01/2027 GBP1000	-	1,306.80 GBP	4,746.48 GBP
31/07/2023	DIV JPMORGAN FUND ICVC JPM EMERGING MARKETS INCOME C NET DIS 54270	-	217.08 GBP	4,963.56 GBP
31/07/2023	DIV BLACKROCK FUND MANAGERS LTD BLACKROCK CONTINENTAL EUROPEAN INC D DIS 104725	-	5,843.12 GBP	10,806.68 GBP
31/07/2023	DIV JPMORGAN FUND ICVC JPM US EQUITY INCOME C2 GBP NET DIS 147000	-	1,308.30 GBP	12,114.98 GBP
31/07/2023	Fund Administration INSTITUTIONAL CASH SERIES PLC BLACKROCK ICS STG LQ ENR AWR PREMIER GBP 57000	-	233.02 GBP	12,348.00 GBP
31/07/2023	DIV TWENTYFOUR INVESTMENT FUNDS CORPORATE BOND I GBP DIS 695	-	586.16 GBP	12,934.16 GBP
01/08/2023	Interest payment on 1 August 2023 for 02.05.2023 to 01.08.2023	-	385.74 GBP	13,319.90 GBP
09/08/2023	DIV NATIONAL GRID ORD GBP0.12431289 4495	-	1,690.12 GBP	15,010.02 GBP
24/08/2023	DIV FIDELITY UCITS ICAV US QUALITY INCOME UCITS ETF INC USD 38735	-	1,457.75 GBP	16,467.77 GBP
31/08/2023	DIV LINK FUND SOLUTIONS LTD GRESHAM HS UK MUL CAP F INC 39100	-	557.61 GBP	17,025.38 GBP
31/08/2023	DIV BNY MELLON INVESTMENT FUNDS BNY MELLON ASIAN INCOME FUND U DIS 174865	-	2,938.27 GBP	19,963.65 GBP



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Valuation report for Powys Teaching Local Health Board Charitable Fund
For the period from 30/06/2023 to 30/09/2023
All values and returns reported in British Pounds
Valuations as at today use the previous trading day's closing prices.
For backdated valuations prices are at the period end date.

Cash Movements

Date	Description	Debit	Credit	Balance
31/08/2023	Interest BNY MELLON INVESTMENT FUNDS BNY MLN GBL DYNM BD NEWTON INSTL 3 DIS	-	709.12 GBP	20,672.77 GBP
31/08/2023	DIV BNY MELLON INVESTMENT FUNDS BNY MELLON US EQUITY INCOME FUND F DIS 143410	-	1,311.77 GBP	21,984.54 GBP
31/08/2023	Fund Administration INSTITUTIONAL CASH SERIES PLC BLACKROCK ICS STG LQ ENR AWR PREMIER GBP 57000	-	242.91 GBP	22,227.45 GBP
07/09/2023	Interest UNITED KINGDOM(GOVERNMENT OF) 4.5% GILT BDS 07/09/2034 GBP1000	-	1,201.28 GBP	23,428.73 GBP
07/09/2023	DIV XTRACKERS II GBL INFLT LKD BD UETF 3D GBP H D 2240	-	90.05 GBP	23,518.78 GBP
07/09/2023	DIV RELX PLC GBP0.1444 755	-	128.35 GBP	23,647.13 GBP
11/09/2023	DIV ASTRAZENECA ORD USD0.25 294	-	211.09 GBP	23,858.22 GBP
12/09/2023	DIV ASHTEAD GROUP ORD GBP0.10 345	-	232.01 GBP	24,090.23 GBP
18/09/2023	DIV SHELL PLC ORD EUR0.07 1485	-	387.88 GBP	24,478.11 GBP
21/09/2023	DIV RIO TINTO ORD GBP0.10 540	-	743.42 GBP	25,221.53 GBP
22/09/2023	DIV ST JAMES'S PLACE ORD GBP0.15 2800	-	443.24 GBP	25,664.77 GBP
22/09/2023	DIV BP ORD USD0.25 6810	-	390.35 GBP	26,055.12 GBP
26/09/2023	DIV LEGAL & GENERAL GROUP ORD GBP0.025 16545	-	944.72 GBP	26,999.84 GBP
27/09/2023	DIV ISHARES CORE FTSE100 UCITS ETF GBP DIS 11245	-	940.08 GBP	27,939.92 GBP
27/09/2023	DIV ISHARES CORE S&P 500 UCITS ETF USD (DIST) 4555	-	543.90 GBP	28,483.82 GBP
27/09/2023	DIV VANGUARD FUNDS PLC S&P 500 UCITS ETF USD DIS 2390	-	522.31 GBP	29,006.13 GBP
29/09/2023	DIV THE RENEWABLES INFRASTRUCTURE GRP ORD NPV 34425	-	617.93 GBP	29,624.06 GBP
29/09/2023	DIV ARTEMIS FUNDS (LUX) SHT DATED GBL HIG YLD BD FI GBP 82870	-	1,264.35 GBP	30,888.41 GBP



Valuation report for Powys Teaching Local Health Board Charitable Fund
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Cash Movements

Date	Description	Debit	Credit	Balance
29/09/2023	DIV HICL INFRASTRUCTURE PLC ORD GBP0.0001 28910	-	11.91 GBP	30,900.32 GBP
29/09/2023	DIV HICL INFRASTRUCTURE PLC ORD GBP0.0001 28910	-	583.64 GBP	31,483.96 GBP
29/09/2023	Interest ROYAL LONDON BOND FUNDS II ICVC ROYAL LONDON ETHICAL BOND Z GBP DIS	-	904.77 GBP	32,388.73 GBP
29/09/2023	Interest JUPITER UNIT TRUST MANAGERS LTD JUPITER GLOBAL STRAT BOND X GBP DIS	-	1,382.59 GBP	33,771.32 GBP
29/09/2023	DIV JUPITER UNIT TRUST MANAGERS LTD JUPITER JAPAN INCOME U2 GBP DIS 96905	-	1,248.92 GBP	35,020.24 GBP
30/09/2023	Balance Carried Forward			35,020.24 GBP

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Valuation report for Powys Teaching Local Health Board Charitable Fund
For the period from 30/06/2023 to 30/09/2023
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Market Commentary

Q3 2023: Quarterly review

At the end of the third quarter of the year, Guy Foster, our Chief Strategist, looks back at the events that have shaped the markets over the past three months.

2023 is turning out to be a year of two halves, with stocks performing better than expected in the first half, before losing momentum during the third quarter.

The first half of the year is better understood in the context of the painful year that went before. 2022 had been a year of shock, with inflation vastly exceeding the expectations of central bankers and most investors, and interest rates having to be raised aggressively to wrestle prices under control. As a result, 2023 began with anxiety over inflation, and concerns that monetary policy would drive a recession.

As it turns out, 2023 saw those fears ebb. Inflation slowed in many regions, including the US, and the economy proved resilient. Consumers who had accumulated savings and frustrations during lockdowns were keen to take advantage of tourism and leisure services. Shortages of goods from disrupted supply chains became shortages of service staff.

Stocks performed well as the twin anxieties of inflation and recession receded. Technology stocks, the most battered sector from 2022, led the gains. They received a further boost from the introduction of practical generative artificial intelligence (AI) tools, which suggested that potential profits from the technology sector could arrive sooner than had previously been estimated.

All change...

One of the defining trends of 2023 remains the extraordinary outperformance of a handful of the biggest US companies, including Apple, Amazon, Microsoft, Tesla, Alphabet (owner of Google), Meta (owner of Facebook) and Nvidia (which makes graphics processors with multiple uses in AI and other technologies).

The third quarter of the year has been quite different though. Stocks lost momentum with the global market peaking in July (in dollar terms), interrupting a very strong rally that began last October for the US stock market. It came against a background of changing economic dynamics in the global market. The moderation in US inflation had seemed broad-based during the first half of the year, but was certainly aided by a lack of energy price inflation. In June, the oil price shifted sharply higher.

Like most things, the price of oil is set by supply and demand. Demand is normally a function of global economic activity. Supply is more nuanced. When the oil price is high, companies will feel inclined to produce more oil, which can help to bring prices down. But it takes them time to increase their production. To try and prevent excessive price volatility, some oil producing countries operate as a cartel. The Organisation of Petroleum Exporting Countries, or OPEC, decides how much oil to provide to the market in order to meet demand. Saudi Arabia is by far the biggest OPEC producer and, unable to secure agreement among members for cuts, Saudi Arabia voluntarily agreed to cut its own production in order to support the price amidst what it believed was a deteriorating economic outlook.



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Valuation report for Powys Teaching Local Health Board Charitable Fund
For the period from 30/06/2023 to 30/09/2023
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Saudi Arabia was joined by Russia in restricting output in a move which will fuel higher prices and will antagonise US president Joe Biden on the eve of an election year.

In addition, supplies of oil from Iran are bound by sanctions. An agreement back in 2015 to ease those sanctions was reversed under the Trump administration during 2018. Under Biden, the US has sought to recover the nuclear deal, but negotiations have stalled for over a year.

Alongside lower supply from OPEC, producers globally have been nervous about investing too much in fossil fuel energy because of the risk that demand will be lower in the future. Their reluctance to invest means supply will be lower, which supports short-term oil prices. Ironically, consumers may view higher oil prices as a reason to switch to non-fossil fuels.

Economic outlook

The outlook for the global economy remains overcast. While consumption in the US has held up remarkably well, other regions are starting to see slowing demand. UK consumer activity has been slowing and jobs growth has started to slow. However, persistent wage pressures make it difficult for the Bank of England to provide relief. UK inflation will fall sharply after October as last year's huge jump in utility bills will no longer form part of the annual change. However, other costs faced by UK households remain high, most notably rent.

The costs of home ownership in the UK have been relatively slow to adjust to higher interest rates. This is due to the unusually high share of borrowers who currently have fixed-rate mortgages, and the unusually low share of homeowners who still have an outstanding mortgage balance to pay. However, this year saw an increasing number of borrowers needing to refinance their mortgages, and at rates far above the costs they had been paying previously.

The Office of National Statistics revealed in September that the overall size of the UK economy was likely higher than it had previously forecast, having underestimated various components during 2020 and 2021. Many headlines were written bemoaning the UK's economic performance since Covid, as it lagged other members of the G7 group of rich countries. Those taking schadenfreude from the UK's relative improvement may feel that more acutely given that Germany has taken over the mantle of G7 laggard. But historic revisions aside, the more recent growth data reflects an economy with limited capacity to grow and house prices that are falling prey to higher borrowing costs.

Rate expectations...

UK mortgage costs reflect the outlook for interest rates over the next few years. Around the world these have been rising. For most of this year, longer-term interest rates were assumed to be considerably lower than the current rate set by the Bank of England. The same was true of the equivalent rates in the US and Europe.



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Valuation report for Powys Teaching Local Health Board Charitable Fund
For the period from 30/06/2023 to 30/09/2023
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Most investors expect interest rates will fall from their current levels and stay low over the coming years. History would suggest that they are right and that directionally interest rates will fall over the coming years, if not months. The question is how much they will fall and over how many months.

The improved long-term interest rates that markets are increasingly offering are becoming more enticing. In stark contrast to recent years, the UK inflation-linked bond market now offers guaranteed returns above inflation and, like most UK government bonds, careful selection can offer great tax efficiency (depending upon circumstances).

While very long-term interest rates also now offer higher yields, this part of the market requires care. The long-term outlook for the public finances of countries everywhere requires some hard choices. Elections taking place in the UK and US will bring into sharp focus the willingness of potential leaders to take those choices. After the UK's brush with bond market Armageddon in 2022, neither main political party is likely to seek election based on promises of big net increases in spending.

In the US, however, if the election is contested between Biden and Trump, it is hard to imagine either of them promising to restore fiscal balance. That role seems to fall to Congress, which has proven capable of restricting some spending by threatening to force the government into default (and later shutdown) at various times this year. The shape of Congress after the 2024 election will determine how fiscally responsible the next president ends up being. That decision may well be influenced by events taking place now as Republicans in Congress struggle to coalesce around a single vision for policy.

The temptation of policymakers is increasingly to give the public what they want in the short term, rather than addressing long-term problems. Over the long term, providing more public services from lower tax revenues will be one of the many problems that AI may help us solve. In the meantime, it's easy to see the current predilection to short termism as a modern problem. There are earlier instances though...

"Lord, give me chastity and continence, but not yet!"

Augustine of Hippo (354-430)

The value of investments, and any income from them, can fall and you may get back less than you invested. This does not constitute tax or legal advice. Tax treatment depends on the individual circumstances of each client and may be subject to change in the future. Neither simulated nor actual past performance are reliable indicators of future performance. Investment values may increase or decrease as a result of currency fluctuations. Information is provided only as an example and is not a recommendation to pursue a particular strategy. We or a connected person may have positions in or options on the securities mentioned herein or may buy, sell or offer to make a purchase or sale of such securities from time to time. For further information, please refer to our conflicts policy which is available on request or can be accessed via our website at www.brewin.co.uk. Information contained in this document is believed to be reliable and accurate, but without further investigation cannot be warranted as to accuracy or completeness. Forecasts are not a reliable indicator of future performance.

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Valuation report for Powys Teaching Local Health Board Charitable Fund
For the period from 30/06/2023 to 30/09/2023
All values and returns reported in British Pounds
Valuations as at today use the previous trading day's closing prices.
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Important Information

Basis of Valuation

This valuation was prepared for your information on the date shown. Please note that the values listed will not necessarily be those achieved on sale of the holdings. Valuations will be prepared, generally, on the basis of the middle market price at the close of business on the valuation date, and as supplied by external information providers. For certain securities, the price may be on a different basis, e.g. last trade or bid price. Tax information will be sent to you separately from this report on an annual basis. Where an estimated yield or income is displayed, this is forecast based on the past 12 months' dividend payments and represents the gross income received. Where we have treated a holding to be Negligible Value for CGT purposes, we have removed the stock from the portfolio. Should we receive a liquidation payment it will be credited to your account. Unless securities are held in our custody, we cannot accept any liability for error. In particular, figures included on the Performance Summary page could be inaccurate. Please ensure that the holdings shown on this valuation are correct. No liability will be accepted for errors beyond our control. Where original cost figures are not available the notation N/A may be used or a nominal sum may be inserted. This may make the total book cost figures inaccurate but will not affect the current value. Please note that the book costs used in this valuation are calculated on a 'straight line' basis with transactions pooled chronologically. This can differ considerably from the cost used for Capital Gains Tax calculations due to the complex share identification rules. If you have any queries, please consult your investment advisor before dealing.

Custody of Investments

The investments listed in the valuation are held in your own name or on your behalf by and registered in the name, or held for the account of, our nominee company (which is a company in our Group and which does not itself trade). Foreign securities and certain other types of securities will be held by a sub-custodian and (save in the case of bearer securities) registered in the name of the sub-custodian's nominee. We hold and protect assets in your portfolio under the FCA custody rules. Please note that where we are showing memorandum asset entries on your valuation that you are holding with another third party and not RBC Brewin Dolphin, these are shown for your information only and these assets are not protected by RBC Brewin Dolphin under the FCA custody rules.

Dealing and Capital Account Statement

The report excludes any outstanding settlements at the date of this report.

Privacy Notice

The RBC Brewin Dolphin Privacy Notice has been updated to reflect recent guidance to help organisations explain how personal data is processed in a clearer way, as well as where RBC Brewin Dolphin processes personal data differently after joining the RBC group. Please read carefully the latest privacy notice at

<https://www.brewin.co.uk/privacy-notice> which we may update from time to time.



**Brewin
Dolphin**

Valuation report for Powys Teaching Local Health Board Charitable Fund
For the period from 30/06/2023 to 30/09/2023
All values and returns reported in British Pounds
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Glossary:

Portfolio return – The compound growth of the portfolio as a percentage. This includes investment income (e.g. dividends and interest) and capital appreciation/depreciation.

Linked benchmark return – The compound growth of the benchmark which has been agreed as matching your investment objectives.

Net amount added/withdrawn – The net value of all asset movements in or out of the portfolio during the period. This includes the value of stocks transferred, cash transfers, income payments and fees deducted from the account.

Capital appreciation/depreciation – The change in value of capital in the portfolio.

Income received/pending – The total of all cash income credited and the net effect of the dividend pending entries during the period.

Dividend pending – This represents dividends that are pending, yet to be received, but have been confirmed by the company; also known as the ex-dividend date

Transaction Statement and Cash Movements

If you require further information in relation to the transactions set out in the Transaction Details and Cash Movements sections then please contact your usual Investment Manager.

Suitability

We regularly review the assets in your portfolio to ensure they remain suitable in achieving your investment objectives. There may be instances when the assets you hold are not aligned to our strategic asset allocation for your risk mandate. This could happen in the following instances:

- Current market conditions
- Cash / stock movements into or out of your portfolio
- Holdings where we are restricted from acting (e.g. cherished holdings, CGT constraints)
- In times of significant market risk

Update to our Client Terms and Conditions

We are updating our Client Terms and Conditions and our Conflicts of Interest Policy with effect from 31 January 2024. These updates will enable us to include RBC-issued bonds and structured products within Discretionary Managed portfolios, where such products are considered suitable to meet your needs. The updated terms are available here: <https://www.brewin.co.uk/our-terms>. If you have any questions about the updates, please get in touch with your usual contact.

Estimated Prices

Where the symbol 'e' is marked on your valuation this indicates an estimated market price. This is provided on a best effort basis using reasonable assumptions where an actual market value is unavailable. Typically instruments that do not have an actual market value are likely to be less liquid.



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Valuation report for Powys Teaching Local Health Board Charitable Fund
For the period from 30/06/2023 to 30/09/2023
All values and returns reported in British Pounds
Valuations as at today use the previous trading day's closing prices.
For backdated valuations prices are at the period end date.

Indices data

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Asset Confirmation

As part of our commitment to keeping you informed about your assets we will write to you once a quarter to provide details of the securities and assets held by RBC Brewin Dolphin.

This report contains a schedule for each account listed. If you transferred your portfolio to our custody recently, this statement only reflects what has been received by us on or before the end date of this valuation. Please note that we have included all assets held within group nominee companies or safe custody, including any securities that are held in ISA accounts and any foreign securities that we hold on your behalf. Where applicable the schedules also include cash held on your behalf. In some instances, defunct or suspended stock may be included on this report. As these stocks continue to be registered as held by us, we are required to include them in this report, even if your account has been closed.

General Disclosures

All assets shown within your Holding Summary are held by RBC Brewin Dolphin on your behalf and are subject to the rules of the UK law on markets in financial instruments.



**Brewin
Dolphin**

Valuation report for Powys Teaching Local Health Board Charitable Fund
For the period from 30/06/2023 to 30/09/2023
All values and returns reported in British Pounds
Valuations as at today use the previous trading day's closing prices.
For backdated valuations prices are at the period end date.

Client Money

We hold and protect money in your portfolio under the FCA Client Money rules.

How is Your Money Protected?

In the unlikely event that a particular bank becomes insolvent; added protection may be available through the UK's Financial Services Compensation Scheme (FSCS) for eligible deposits.

For more information about the FSCS, please see the following:

- the FSCS home page, which can be found here: <https://www.fscs.org.uk> and
- the FSCS's questions and answers page, which can be found here: <https://www.fscs.org.uk/what-we-cover>

What to do next?

* This report does not require any action on your part unless you have a query regarding the holdings or cash position. In which case please notify us in writing, to the address below, or by sending an email to AssetConfirmation@brewin.co.uk. Alternatively, you can telephone 0203 201 3230 between 09:00-17:00 (GMT) Monday to Friday and speak to a member of our asset confirmation team.

- ASSET CONFIRMATION TEAM, RBC BREWIN DOLPHIN, 12 SMITHFIELD STREET, LONDON, EC1A 9BD.

* If you have a question relating to investment decisions, and wish to request a valuation or give notification of an address change, then please contact your usual Investment Manager.

Interest Rate Notification

The interest rates payable to you on uninvested credit balances have recently changed. Please visit www.brewin.co.uk/fees-and-charges to view the current rates under 'Interest Rate Notifications'.

Jones, Shenja
01/12/2023 16:07:13



Elusen Iechyd Powys
Powys Health Charity

EVALUATION UPDATE

Charitable Funds Committee

11th December 2023

Agenda item: 4.2



LOCAL FUNDS



Elusen Iechyd Powys
Powys Health Charity

PARKRUN BANDANAS

- This project provided commemorative snoods/bandanas to the participants of the Parkruns held in connection with the NHS 75th Birthday.
- The project was well received and was very popular.
- Applicants had hoped to raise additional funds for the Charity.

EASYREAD COPY TRAINING

- EasyRead Training and Photosymbols licence – Patients from any groups who find traditional written materials, pamphlets etc. difficult to access due to their complexity. Typically, EasyRead is produced with individuals with Learning Disabilities in mind, however a range of other groups could benefit from the availability of EasyRead documents.
- This project had a lot of interest from staff and the process of apply was simple however, follow-on from participants was poor, with requests for evidence on the work was ignored. Many staff members who took up the training since have left the organisation.
- Overall, the project did go well as it met its clear objectives of helping patients requiring easyread documents and helping staff develop a new skill. The project was also completed within its intended deadline.

Jones Shweta
01/12/2023 14:07:13

LOCAL FUNDS



Elusen Iechyd Powys
Powys Health Charity

KNIGHTON MURAL PROJECT

- This project was to help make the space at Cottage View less clinical and more welcoming. They achieved this by commissioning murals of the local and surrounding areas in the corridors and communal areas.
- This project was well received by everyone involved (staff, patients and visitors).
- The project was very efficient and had no impact on the residents while it was being done.
- There were some difficulties with the area intended to be painted however, this was eventually resolved.
- The applicant suggested that Powys Health Charity simplify the order to process.

BRECON CHILDREN'S CENTRE WAITING ROOM

- This project provided new chairs for families, children and young people in the waiting area. This project went well and met all their objectives.

Jones, Shanika
01/12/2023 16:07:13

NHS 75 GRANT SCHEME



Elusen Iechyd Powys
Powys Health Charity

Updates in Green

- To mark the NHS' 75th Birthday, we established a new small grant scheme for staff to host their own NHS 75 events/activities for colleagues, patients or the community. The scheme would form part of the Charity's programme of support for staff wellbeing.
- A total of 45 applications were received and 43 were approved. Some applications were for multiple events/activities.
- During the last committee meeting the Charity team has received feedback from 25 projects and events via a forms survey (<https://forms.office.com/e/3ewmNEgFFu>)
We have received an additional 2 more responses from applicants.
- 4 events/projects will no longer be taking place due to lack of numbers or due to difficulties finding a suitable date. We have learnt since the last committee meeting that an additional 2 applications did not go ahead.
- All events have now taken place.
- At a maximum award of £300 per application, the cost of supporting the entire scheme was just over £10,000. This was split across a number of local funds and some general purposes funding.

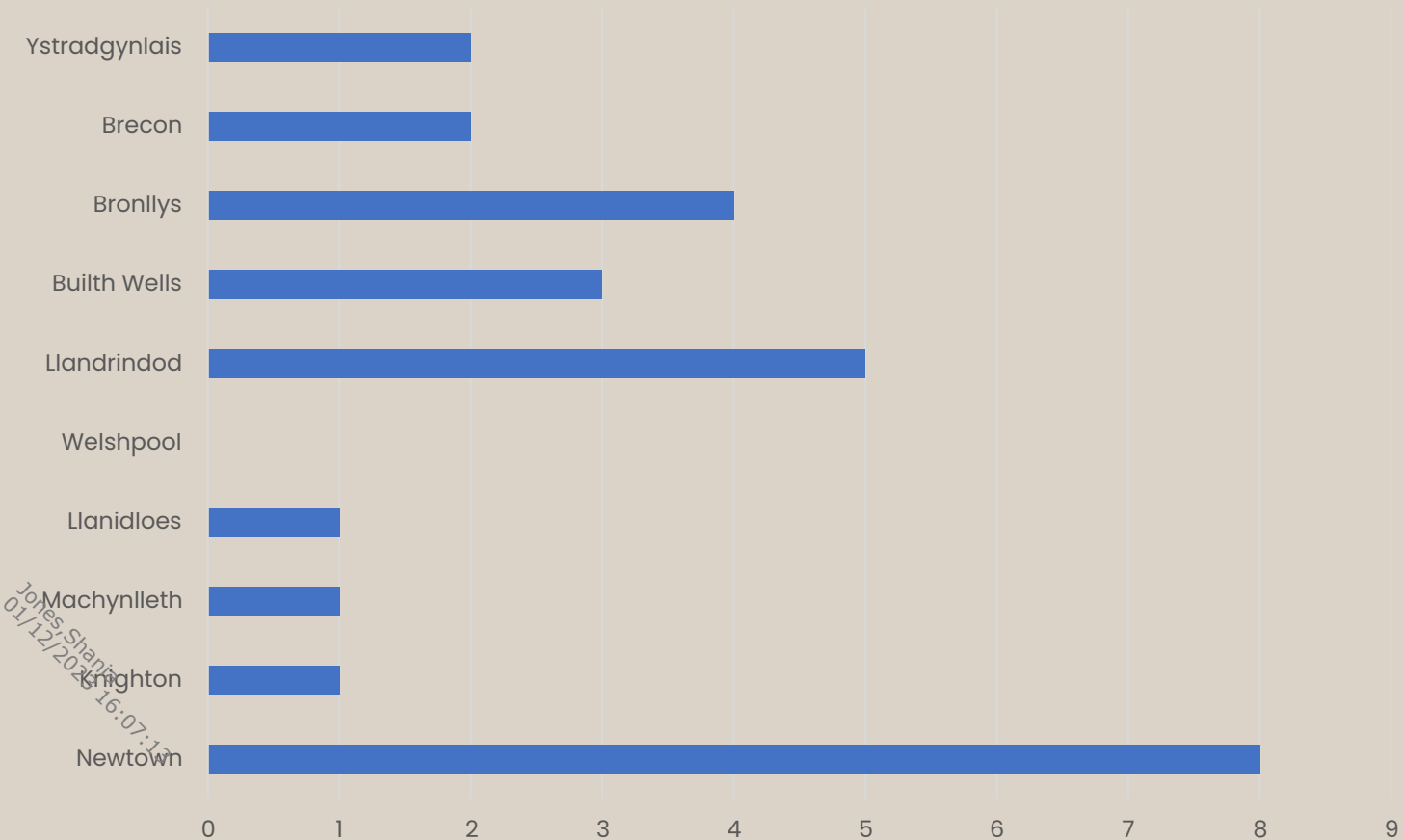
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NHS 75 GRANT SCHEME

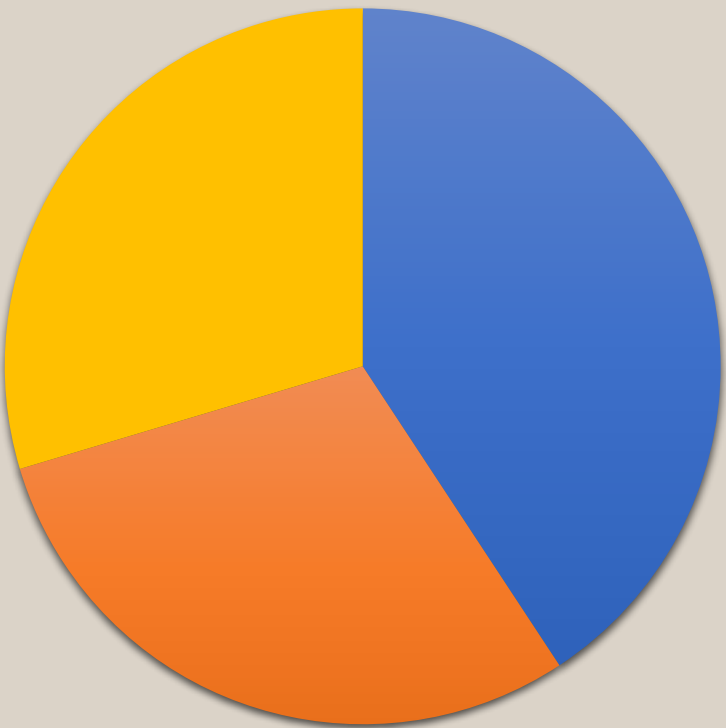
LOCATION

Updated November 2023

Location



Location breakdown



North Powys Mid Powys South Powys

Majority of events took place in North Powys, however, there is little difference between the three divisions of Powys.



COMMENTS FROM PROJECT LEADS



Elusen Iechyd Powys
Powys Health Charity

‘Networking and meeting new staff members from across PTHB and NHS Wales, feeling of satisfaction and pride in creating something visual to benefit all and brighten the community.’

Tab Wheeler – Communications Manager

‘Sense of unity within the building for several different services. We don't spend a lot of time socializing with each other, but this was a lovely opportunity to get to know each other better.’

Joanne Smith – Administrator, Psychology

Jones, Shania
01/12/2023 16:07:13