

Charitable Funds Committee

Mon 16 June 2025, 10:00 - 13:00

Agenda

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

0 min

- 📄 Agenda_ 20250616 FINAL.pdf (3 pages)
- 📄 CFC Slide Deck 20250616.pdf (13 pages)

1.1. Welcome and apologies

Verbal *Chair*

1.2. Declarations of interest

Verbal *Chair*

- Board Declarations of Interest Register

- 📄 CFC_1.2_Board Members Declaration Of Interests summary 2024-25.pdf (4 pages)

1.3. Powys Health Charity Website

Charity Administration Support Officer

1.4. Express Yourself - Outcomes

Interim Charity Manager

10:00 - 10:00 **2. CONSENT AGENDA BUSINESS**

0 min

The Chair will ask if there are any items from the Consent Agenda (Item 7) that Committee Members wish to bring forward to the main agenda.

10:00 - 10:00 **3. ITEMS FOR APPROVAL/RATIFICATION/DECISION**

0 min

3.1. Minutes from the previous meeting held on 17 March 2025

Chair

- 📄 CFC_3.1_Minutes of the CFC Meeting held on 17 March 2025.pdf (9 pages)

3.2. Charitable Funds Action Log

Chair

- 📄 CFC_3.2_Action Log 2025-26.pdf (2 pages)

3.3. Powys general purposes and local funds bids

Approval *Interim Charity Manager*

LF44 - 202410 - Doppler Machines

GF09 - 202503 - X-ray AI Package

GF10-202503 - Oska Mattresses

Wilcox Sue
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LF07 - 202505 - Mays Miles

- 📄 CFC_3.3a_app i LF44-202410 - Karen Kirkham - Doppler machines.pdf (8 pages)
- 📄 CFC_3.3b_app ii GF09-202503 - X-ray AI package FINAL.pdf (8 pages)
- 📄 CFC_3.3c_app iii GF10-202503 - Oska mattresses application.pdf (26 pages)
- 📄 CFC_3.3d_app iii LF07-202505_ May's Miles application signed.pdf (9 pages)

3.3.1.

3.4. Expenditure approved under delegated authority

Interim Charity Manager

- 📄 CFC_3.4_Expenditure Approved Under Delegated Authority JUN 2025.pdf (3 pages)

3.5. Schedule of Delegation

Director of Corporate Governance

10:00 - 10:00 4. ESCALATED ITEMS

0 min

There are no items for this section.

10:00 - 10:00 5. ITEMS FOR ASSURANCE

0 min

5.1. Investment Manager Report

Head of Financial Services

Presentation

- 📄 CFC_5.1_ Investment Managers Report.pdf (34 pages)

5.2. Investment Portfolio - Brewin Dolphin

Assurance Brewin Dolphin

5.3. Financial Report

Head of Financial Services

- 📄 CFC_5.3_Financial Summary Report as at 310325.pdf (11 pages)

5.4. Charity Dashboard

Interim Charity Manager

10:00 - 10:00 6. ITEMS FOR DISCUSSION

0 min

6.1. Charity Manager Update

Interim Charity Manager

- 📄 CFC_6.1a_app i Fundraising Regulator - Code of Fundraising Practice 2025.pdf (93 pages)

6.2. Communications

Charity Administration Support Officer

Wilcox Sue
11/06/2025 16:15:15

6.3. Review of PTHB Charity Strategy 2022-25

Interim Charity Manager

Presentation

 CFC_6.3_Review of PTHB Charity Strategy 2022-2025.pdf (3 pages)

 CFC_6.3a_Charity Strategy November 2022.pdf (16 pages)


10:00 - 10:00 7. CONSENT AGENDA

0 min

There are no items for this section.

7.1. Glossary

Director of Corporate Governance

 CFC_7.1_Powys Teaching Health Board Glossary June 2025.pdf (5 pages)

10:00 - 10:00 8. OTHER MATTERS

0 min

8.1. Charity Staffing and Resource

Director of Corporate Governance

8.2. Any other urgent business

Chair

8.3. Committee Reflections

All

8.4. Date of next meeting:

15 September 2025 at 10 am via Microsoft Teams

Wilcox, Sue
11/06/2025 16:15:15

CHARITABLE FUNDS COMMITTEE
MONDAY 16 JUNE 2025
10.00 - 12.30
VIA MICROSOFT TEAMS
CHAIR: CARL COOPER



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd
 Addysgu Powys
 Powys Teaching
 Health Board

AGENDA

Time	Item	Title	Attached / Verbal	Owner
	1	PRELIMINARY MATTERS		
10:00 5 mins	1.1	Welcome and apologies	Verbal	Chair
10:05 5 mins	1.2	Declarations of interest • Board Declarations of Interest Register	Verbal	All
10:10 20 mins	1.3	Powys Health Charity Website	Presentation	Charity Administration Support Officer
10:30 15 mins	1.4	Express Yourself – Outcomes	Video	Interim Charity Manager
	2	CONSENT AGENDA BUSINESS		
The Chair will ask if there are any items from the Consent Agenda (Item 7) that Committee Members wish to bring forward to the main agenda.				
	3	ITEMS FOR APPROVAL / DECISION / RATIFICATION		
10:45 5 mins	3.1	Minutes of previous meeting • 17 March 2025	Attached	Chair
	3.2	Committee action log	Attached	Chair
10:50 15 mins	3.3	Powys general purposes and local funds bids for approval • LF44-202410 - Doppler machines • GF09-202503 - X-ray AI Package • GF10-202503 - Oska Mattresses • LF07-202505 – Mays Miles Match Funding	Presentation/ Attached	Interim Charity Manager
11:05 10 mins	3.4	Projects approved under Delegated Authority	Attached	Interim Charity Manager
11:15 10 mins	3.5	Schedule of Delegation	Verbal	Director of Corporate Governance
	4	ESCALATED ITEMS		
		No items for escalation.		
	5	ITEMS FOR ASSURANCE		

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11:25 5 mins	5.1	Investment Manager Report	Attached	Head of Financial Services
11:30 15 mins	5.2	Investment Portfolio - Brewin Dolphin	Verbal	Brewin Dolphin
11:50 5 mins	5.3	Financial Report	Presentation/ Attached	Head of Financial Services
11:50 10 mins	5.4	Charity Dashboard <ul style="list-style-type: none"> • 2024-25 • 2025-26 	Presentation	Interim Charity Manager
COMFORT BREAK (place at appropriate timing in agenda)				
6 ITEMS FOR DISCUSSION				
12:00 15 mins	6.1	Charity Manager Update	Presentation / Attached	Interim Charity Manager
12:15 5 mins	6.2	Communications	Presentation	Charity Administration Support Officer
12:20 5 mins	6.3	Review of PTHB Charity Strategy 2022-25	Attached	Interim Charity Manager
7 CONSENT AGENDA				
12:25	7.1	Glossary	Attached	Director of Corporate Governance
8 OTHER MATTERS				
	8.1	Charity Staffing & Resource	Verbal	Director of Corporate Governance
	8.2	Any other urgent business	Verbal	Chair
	8.3	Committee reflections	Verbal	All
12:30	8.4	Date of the next meeting: 15 September 2025 at 10:00 via Teams		

Powys Teaching Health Board is committed to openness and transparency and conducts as much of its business as possible in a session that members of the public are normally welcome to attend and observe.

Meetings are currently held virtually, should you wish to observe a virtual meeting of a committee, please contact the Director of Corporate Governance at PowysDirectorate.CorporateGovernance@wales.nhs.uk at least 24 hours in advance of the meeting in order that your request can be considered on an individual basis.

Papers for the meeting are made available on the website in advance and a copy of the minutes are uploaded to the website once agreed at the following meeting.

Whilst Committee meetings are not public meetings, questions are invited and welcome from members of the public – please submit these at least 48 hours

in advance of the meeting so a response can either be incorporated into the Board meeting or be provided directly to the requester. Please submit any questions to PowysDirectorate.CorporateGovernance@wales.nhs.uk.

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Powys Health Charity

Charitable Funds Committee

16 June 2025

Wilcox, Sue
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1.3 Website

Website Updates:

- Working with IG ensuring correct processes have been completed

Next steps:

- Return to Bluestag for system checks
- Launch



3.0 Items for Approval / Decision / Ratification

- 3.3 Powys General Purposes & Local Funds Bids for Approval
 - LF44-202410 – Doppler machines
 - GF09-202503 - X-ray AI Package
 - GF10-202503 - Oska Mattresses
 - LF07-202505 – May's Miles

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3.5 Schedule of Delegation

- Fund Manager delegated authority has increased from £5,000 to £10,000
- Proposed management of General Fund pots –
 - Fund Manager to approve applications in line with delegated authority
 - 8016-Powys General Purposes
 - 8324-COVID General Purposes
 - **8326-Estate M J Brand Property Fund**
 - 8327-NHS Charities Together Development Grant Fund
- Establishing a new Fund Pot
 - Corporate Fund Manager to approve
- Review Charitable Funds Policy in line with decision

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5.2 Financial Report – Summary & Key Messages

- **GENERAL FUNDS** – From an amount of £2.783M held within General Purposes or designated funds at the 1st April 2024, income of £0.245M has been received and £0.350M of expenditure has been paid. This equates to 12.56% of funds held at 1st April 2024 have actually been spent.
- **LEGACY FUNDS** – From an amount of £1.621M of funds held within legacies at the 1st April 2024, £0 income has been received and £0.028M of expenditure has been paid. This equates to 1.74% of funds held at 1st April 2024 have actually been spent.
- **BANK BALANCE** – The Balance held within the bank account at 31st March 2025 is just over £0.699M. 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.

Wilcox Sue
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5.4 Charity Dashboard – Year on a slide



5.4 Charity Dashboard – Analysis of Applications

Total Applications					
Fund	Open	Closed	Rejected	Withdrew	Total
General Fund	0	0	0	0	0
Grant Scheme	1	0	0	0	1
Local Fund	7	1	2	0	10
Other Charity	14	2	0	0	16
	8	1	2	0	27

Applications by Area		
Area	Applications	Fund Request
Powys	3	£2,651.48
North	3	£2,500.00
Mid	1	£1,000.00
South	2	£840.00
Total Approved	9	£6,991.48
Unsuccessful	2	£1,729.99
Withdrew	0	£0.00
Total Unapproved	2	£1,729.99
Other Charity North	0	£0.00
Other Charity Mid	14	£97,130.02
Other Charity South	2	£1,125.12
Total Other Charity	16	£98,255.14
	27	£106,976.61

Spend by Month					
		Overall Spend	Unsuccessful	Withdrew	Actual spend
Apr	4	£2,145.11	£179.99	£0.00	£1,965.12
May	23	£104,831.50	£1,550.00	£0.00	£103,281.50
Jun	0	£0.00	£0.00	£0.00	£0.00
Jul	0	£0.00	£0.00	£0.00	£0.00
Aug	0	£0.00	£0.00	£0.00	£0.00
Sep	0	£0.00	£0.00	£0.00	£0.00
Oct	0	£0.00	£0.00	£0.00	£0.00
Nov	0	£0.00	£0.00	£0.00	£0.00
Dec	0	£0.00	£0.00	£0.00	£0.00
Jan	0	£0.00	£0.00	£0.00	£0.00
Feb	0	£0.00	£0.00	£0.00	£0.00
Mar	0	£0.00	£0.00	£0.00	£0.00
Total	Total:	£106,976.61	£1,729.99	£0.00	£105,246.62

Total Approved Under Delegated Authority		
CFC	1	£500.00
Fund Manager	8	£6,491.48
Unsuccessful	2	£1,729.99
Withdrew	0	£0.00
	11	£6,991.48



5.4 Charity Dashboard – Expenditure Sub-Themes



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6.1 Charity Manager Update

- Engagement
 - League of Friends & The Friends of Healthcare Updates
 - Powys Health Charities Alliance
 - Jack & Iris Fund
 - Llandrindod Wells – funded projects
 - Meeting scheduled with Brecon, Welshpool
 - Wales NHS Charities
- Just Giving membership
- Bach Grant Scheme – 8 projects, 3 North, 3 Mid, 2 South totalling £2,960.84
- Fundraising regulator – appendix i
 - New Code of Fundraising Practice published April 2025, comes into effect 1 November 2025
 - Supported by guides – appendix ii, iii, iv
 - Registering demonstrates Powys Health Charity are committed to fundraising in a way that is legal, open, honest and respectful
 - Registration is £60.00 per year

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6.1 Charity Manager Update

UK Giving Report 2025 – Key Findings

1. Fewer people than ever are giving to Charity
2. The public donated an estimated £15.4 billion in 2024
3. Only a third of young people gave to Charity – the lowest proportion of any age group
4. Health Charities received an estimated £2.22 billion from the public
5. Some 5.6 million people volunteered

Figure 2: Proportion of people who donated and sponsored in the past 12 months

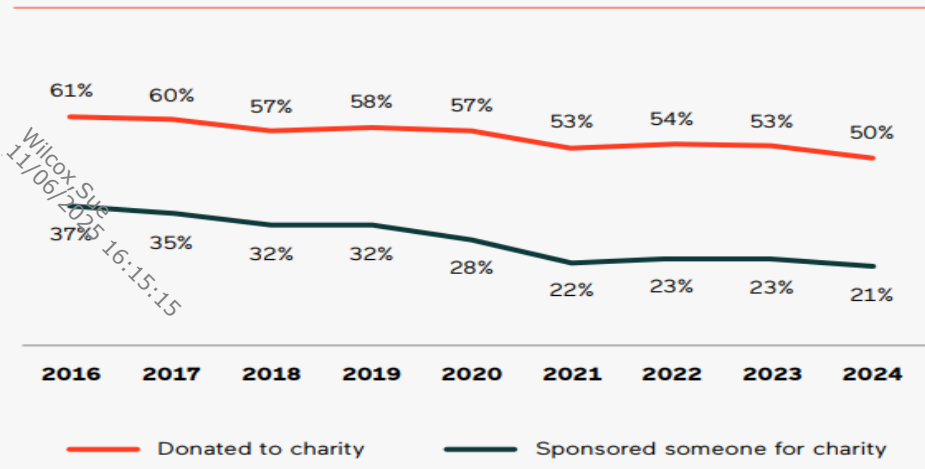
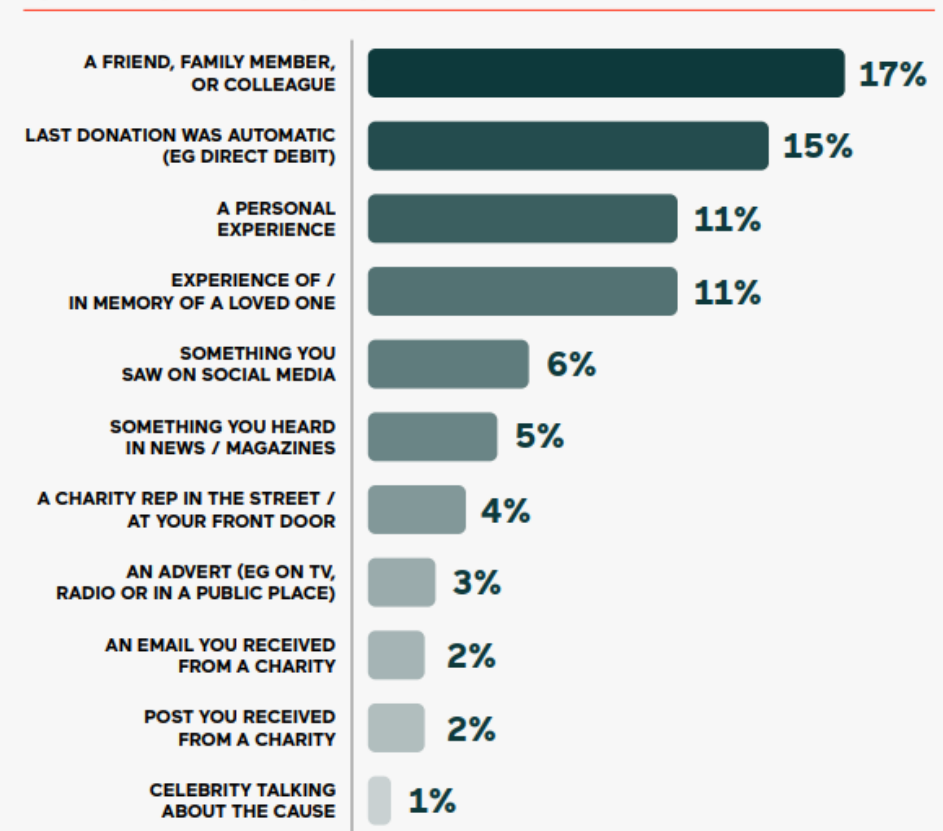


Figure 8: Did any of the following prompt your last donation?



Don't know (4%), Other (4%) and none of these (16%) not shown on chart.
Base: All respondents who donated or sponsored in the past 12 months, N=7,514.



6.1 Charity Manager Update

Expenditure Strategy Session Outcomes Progress

Short Term Actions (3 – 6 months)	Update
Proposal of expenditure broken down into five themes	Completed
Develop our vision for the charity	On-going Charity Strategy review
Build on our existing relationships with Powys League of Friends	On-going scheduling meetings
Strengthen the alignment of Charity projects with PTHB strategic priorities	Completed
Focus on increasing the volume and scope of Charity funded projects	Completed
Medium Term Actions (6 – 18 months)	Update
Create a new financial/business plan for the Charity (setting fundraising scope, considering resource management, and proactive fund planning)	On-going Charity Strategy review
Establish an annual programme schedule, structured across priority funding areas (staff wellbeing, patient experience, improvement and innovation, etc)	Not yet started
Improve the visibility and relevance of the Charity through a series of co-developed community projects	On-going working with external funders



6.1 Charity Manager Update



Read for
17.5
miles

Wellbeing
Break
20 miles

Danced
41 miles

Cycled
1159 miles

Ran
232 miles

Walked
the dog
285 miles

Walked
516 miles


Together we travelled **2388** miles.
Which means we reached:

To the **North**
Perlernerit in Greenland

To the **West**
Channel- Port
Aux Basques
in Canada



To the **East**
Serov in Russia

To the **South**
Lemhaisrat in Mauritania



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6.2 Communications

General communication updates:

- Increased engagement
- May's miles social media campaign
- London Marathon

Powys Health Charity
Published by Carlene Eckley-Berry
· 3h · 🌐

🏃 Our Marathon runner for 2026 Cheryl has been putting her training for next year's Marathon to great use by clocking up the miles for our May's Miles campaign! 🏆

She's shared some fantastic pictures and videos from her runs throughout the month — including some stunning views and even a few friends who joined her along the way! 📸 📺

Thank you, Cheryl, for your amazing dedication and support! 🙌

There is still time to donate to Improving Infant Feeding In Powys please see the link in the comments.

[#MaysMiles](#) [#MarathonTraining](#) [#CommunitySpirit](#)



Powys Health Charity
Published by Carlene Eckley-Berry
· May 14 at 10:00 AM · 🌐

🚴 Steve's May Miles Adventure! 🚴

Last week (May 8th-10th), Steve, Graphic Designer for Powys Teaching Health Board, swapped the screen for an outdoor adventure. Steve teamed up with 5 friends for an epic cycling challenge! 🏆

They loaded up their mountain bikes and tackled the Trans-Cambrian Trail, covering a jaw-dropping 103.2 miles from Knighton to Machynlleth in just 3 days! 🌟🔥

If you want to donate to Improving Infant Feeding In Powys please see the link in the comments.

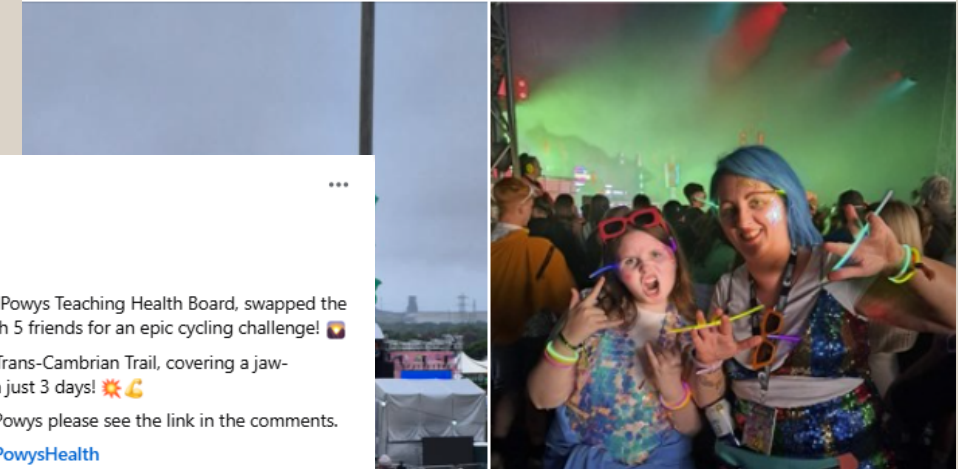
[#MaysMiles](#) [#AdventureAwaits](#) [#CyclingChallenge](#) [#PowysHealth](#)



Powys Health Charity
Published by Carlene Eckley-Berry
· Yesterday at 11:13 AM · 🌐

🎉 **Carlene Eckley-Berry** from The Communications Team danced her way through the weekend at In It Together Festival — all in support of our May's Miles campaign! 🎉🌈

De... See more



Wilcox-Sue
11/06/2025 16:15

POWYS TEACHING HEALTH BOARD - REGISTER OF DECLARATION OF INTERESTS 2024/25								Updated: February 2025	
Position	Name	Nature of Interest	Nature of Declaration	Relevant Dates from	Relevant Dates to	Description of Declaration	Comment	Date Returned	Last day in Powys Teaching Health Board
INDEPENDENT MEMBERS									
PTHB Chair	Carl Cooper	Personal	Directorships, including non-Executive Directorships held in private companies or PLCs, with the exception of dormant companies.	2017	2025	Board Member, Social Care Wales	Remunerated Public Appointment	03/02/2025	
		Spouse/Partner/Other	Ownership or part ownership, of private companies, businesses or consultancies likely or possibly seeking to do business with PTHB.	2018	Ongoing	Sole Trader, Mandy Williams, Consulting	NIL		
			A personal or departmental interest in any part of the Pharmaceutical / healthcare industry that could be perceived as having an influence on decision making or on the provision of advice to members of the team	2025	Ongoing	Stepdaughter's partner is a Pharmaceutical Control Analyst employed by Cardiff & Vale Health Board.	Nil		
Vice Chair	Kirsty Williams	Personal	A position of authority in a Charity of Voluntary Body in the field of health and/or social care	May-22	Current	Deputy Director Samaritans Powys	None	22/05/2024	
			Directorships, including non-Executive Directorships held in private companies or PLCs, with the exception of dormant companies.	Nov-22	Current	ILEP- A Subsidiory of Cardiff University	None		
			Employment by any other body where there could be a perceived or actual conflict with NHS duties. This includes the undertaking of private practice.	Feb-24	Ongoing	Commissioner for South Wales Fire and Rescue	Ministerial Appointment		
		Spouse/Partner/Other	NIL	NIL	NIL	NIL	NIL		
Independent Member (General)	Rhobert Lewis	Personal	Any other connection with a voluntary, statutory, charitable or private body that could create a potential opportunity for conflicting interests.	Nov-21	Current	Chair NPTC Group of Colleges	NIL	08/04/2024	
				Sep-23	Current	Chair Confederal Governance UWTSO	NIL		
				Nov-21	Current	Member of National Assesmbly of Wales Cross-Party Group on STEM	NIL		
		Spouse/Partner/Other	NIL	NIL	NIL	NIL			
Independent Member (Trade Union)	Cathie Poynton	Personal	NIL	NIL	NIL	NIL	NIL	02/04/2024	
		Spouse/Partner/Other	NIL	NIL	NIL	NIL	NIL		
Independent Member (Information and Technology)	Ian Phillips	Personal	Any other connection with a voluntary, statutory, charitable or private body that could create a potential opportunity for conflicting interests.	01-Aug-21	Current	Independent Chair Welsh Kidney Network	Remunerated	08/04/2024	22/08/2024
		Spouse/Partner/Other	NIL	NIL	NIL	NIL	NIL		
Independent Member (finance)	Steve Elliot	Spouse/Partner/Other	Directorships, including non-Executive Directorships held in private companies or PLCs, with the exception of dormant companies.	04/02/2024	Current	Director of Oshi's World Private Limited Company	NIL	19/08/2024	
		Personal	Ownership or part ownweship of private companies, businesses or consultancies likely or possibly seeking to do business with PTHB.	22/09/2023	31/03/2024	Special Advisor (Finance) to Powys tHB Audit and Delivery and Performance Committees	Yes		
		Spouse/Partner/Other	A position of authority in a Charity or Voluntary Body in the field of health and/or social care	04/02/2024	Current	Trustee of Oshi's World Charity	NIL		
Independent Member (General)	Ronnie Alexander	Personal	Directorships, including non-Executive Directorships held in private companies or PLCs, with the exception of dormant companies.	2012	Current	Director of RA and CJ Consulting Limited	Dividend Payment only	15/08/2024	
			A position of authority in a Charity or Voluntary Body in the field of health and/or social care.	2017	Current	Member of Finance, Risk and Audit Committee Hafod/Hendre Housing Association	£2500.00 per annum		
			Any other connection with a voluntary, statutory, charitable or private body that could create a potential opportunity for conflicting interests.	Mar-21	Current to Dec-27	Personal: Independent Monitoring Authority (IMA) – Non Executive Director	£7500.00 per annum		
		Spouse/Partner/Other	Directorships, including non-Executive Directorships held in private companies or PLCs, with the exception of dormant companies.	2017	Current	Director of RA and CJ Consulting Limited	Dividend Payment only		
Independent Member (University)	Simon Wright	Personal	Employment by any other body where there could be a perceived or actual conflict with NHS duties. This includes the undertaking of private practice.	2015	Current	Personal: Academic Registrar, Cardiff University- Various Healthcare Programmes	Salaried Employment		

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		Spouse/Partner/Other	A personal or departmental interest in any part of the Pharmaceutical / healthcare industry that could be perceived as having an influence on decision making or on the provision of advice to members of the team	2001	Current	Sister: Senior Operational Manager, Milestone Trust, Bristol	Salaried Employment	08/07/2024	
			Employment by any other body where there could be a perceived or actual conflict with NHS duties. This includes the undertaking of private practice	2021	Current	Spouse: District Nurse, Cardiff and Vale UHB	Salaried Employment		
Independent Member (Third Sector)	Jennifer Owen Adams	Personal	Directorships, including non-Executive Directorships held in private companies or PLCs, with the exception of dormant companies.	Jun-16	Ongoing	Member (not a NED) of Glas Cymru the holding company of Dwr Cymru/Welsh Water	None	30/04/2024	
			Any other connection with a voluntary, statutory, charitable or private body that could create a potential opportunity for conflicting interests	Apr-14	Ongoing	Trustee of Impelo Dance CIO	None		
				Jul-05	Ongoing	Chair Public Services Board Scrutiny Committee	None		
		Spouse/Partner/Other	Any other connection with a voluntary, statutory, charitable or private body that could create a potential opportunity for conflicting interests	2013	Ongoing	Brother - Senior Manager Freedom Leisure (Lead responsibility for Swansea and South Powys).	NIL		
Independent Member (Local Authority)	Christopher Walsh	Personal	Directorships, including non-Executive Directorships held in private companies or PLCs, with the exception of dormant companies.			Member of Community Speed Watch Group Member of Society Genealogists Associate Member of the Association of Genealogists and Registered Archivists	NIL	09/09/2024	
			Ownership or part ownership of private companies, businesses or consultancies likely or possibly seeking to do business with PTHB		Ongoing	Sole Trader/Owner of Celebratory Gifts Heraldic Names Sole Trader/Owner: CTW Genealogy Research and	NIL		
			A position of authority in a Charity or Voluntary Body in the field of health and/or social care.		Ongoing	Elected Member Powys County Council •Trustee/Chair: Brecon University Scholarship Fund •Brecon Town Council Elected Member •Governor of Priory Church in Wales School •Member Brecon Beacons National Park Authority SDF & Grant Advisory Panel	NIL		
			Any other connection with a voluntary, statutory, charitable or private body that could create a potential opportunity for conflicting interests.		Ongoing	•Member of Royal College of Nursing •Registered Member of Nursing and Midwifery Council	NIL		
			Employment by any other body where there could be a perceived or actual conflict with NHS duties. This includes the undertaking of private practice.		Ongoing	Labour Party	NIL		
Independent Member (Capital)	Michael Giannai	Personal	Any other connection with a voluntary, statutory, charitable or private body that could create a potential opportunity for conflicting interests.	2019	Current	Chair of the Board of Social Care Wales (Welsh Government Sponsored Body).	Remunerated	01/04/2024	
		Spouse/Partner/Other	NIL	NIL	NIL	NIL			
Independent Member	Ian Thomas	Personal	Any other connection with a voluntary, statutory, charitable or private body that could create a potential opportunity for conflicting interests.	Jan-23	Current	Family Fund (UK Charity)	NIL	09/01/2025	
				Jun-24	Current	Family Fund Business Services (FFBS)	NIL		
EXECUTIVE MEMBERS									
Chief Executive Officer	Hayley Thomas	Personal	NIL	NIL	NIL	NIL	NIL	30/05/2024	
		Spouse/Partner/Other	NIL	NIL	NIL	NIL			
Executive Director of Planning, Performance & Commissioning	Stephen Powell	Personal	NIL	NIL	NIL	NIL	NIL	03/07/2024	18/10/2024
		Spouse/Partner/Other	NIL	NIL	NIL	NIL			
Executive Director of Finance, Capital	Pete Hopgood	Personal	NIL	NIL	NIL	NIL	NIL		

and Support Services		Spouse/Partner/Other	A personal or departmental interest in any part of the Pharmaceutical / healthcare industry that could be perceived as having an influence on decision making or on the provision of advice to members of the team	Ongoing	Ongoing	Partner is Finance Manager working in SBUHB	Not Relevant	22/05/2024	
Executive Director of Allied Health Professions, Health Science and Digital	Claire Madsen	Personal	Employment by any other body where there could be a perceived or actual conflict with NHS duties. This includes the undertaking of private practice.	07-Jan-19	Current	Occasional Lecturer for University of West of England.	Hourly rate	02/04/2024	
			Directorships, including non-Executive Directorships held in private companies or PLCs, with the exception of dormant companies.	10-Jun-05	Current	Member of the The Chartered Society of Physiotherapy	NIL		
		Spouse/Partner/Other	NIL	NIL	NIL	NIL	NIL		
Executive Director of Nursing, Quality, Women and Family Health	Claire Roche	Personal	A personal or departmental interest in any part of the Pharmaceutical / healthcare industry that could be perceived as having an influence on decision making or on the provision of advice to members of the team	2018	Current	Member of the Royal College of Nursing	NIL	22/08/2024	
				1994	Current	Member of the Royal College of Midwifery			
		Spouse/Partner/Other	NIL	NIL	NIL	NIL	NIL		
Executive Medical Director	Kate Wright	Personal	Employment by any other body where there could be a perceived or actual conflict with NHS duties. This includes the undertaking of private practice.	01-Aug-91	Current	Member of the British Medical Association		12/08/2024	
		Spouse/Partner/Other	NIL	NIL	NIL	NIL	NIL		
Executive Director of People and Culture	Debra Wood Lawson	Personal	Directorships, including non-Executive Directorships held in private companies or PLCs, with the exception of dormant companies.	01-Nov-24	Current	Non Executive Board Director - Cadarn Housing Group Limited (Powys is a zonal partner)	NIL	18/11/2024	
		Spouse/Partner/Other	NIL	NIL	NIL	NIL	NIL		
Executive Director of Public Health	Mererid Bowley	Personal	Any other connection with a voluntary, statutory, charitable or private body that could create a potential opportunity for conflicting interests.	NIL	NIL	Member of Faculty of Public Health	NIL	23/05/2024	
		Spouse/Partner/Other	Ownership or part ownership, of private companies, businesses or consultancies likely or possibly seeking to do business with PTHB.	NIL	NIL	Husband works for Mitie Engineering who hold contracts/work with some NHS bodies/organisations. Shares held by husband and myself and Mitie Company	NIL		
Interim Executive Director of Operations	Joy Garfitt	Personal	NIL	NIL	NIL	NIL	NIL	No change from 2023 submission	30/09/2024
		Spouse/Partner/Other	A personal or departmental interest in any part of the Pharmaceutical / healthcare industry that could be perceived as having an influence on decision making or on the provision of advice to members of the team	2012	Current	Spouse employed by PTHB within Mental Health Department	NIL		
Director of Corporate Governance/ Board Secretary	Helen Bushell	Personal	Employment by any other body where there could be a perceived or actual conflict with NHS duties. This includes the undertaking of private practice.	Nov-21	Current	School Governor – primary school (Bridgend Local Authority)	Not remunerated	03/06/2024	
		Spouse/Partner or other Relative	Directorships, including non-Executive Directorships held in private companies or PLCs, with the exception of dormant companies.	Sep-16	Current	Board Director and Chair of the Board Cadarn Housing Ltd (Powys is a zonal partner)	Remunerated part time role, 2-4 days per month		
			A personal or departmental interest in any part of the Pharmaceutical / healthcare industry that could be perceived as having an influence on decision making or on the provision of advice to members of the team	Jul-24	Oct-24	Spouse member of the PTHB Bank working occasionally for the Health Board	Paid per hour/day of work		
			Any other connection with a voluntary, statutory, charitable or private body that could create a potential opportunity for conflicting interests.	Sep-22	Current	Public Appointment - Youth Work strategy and implementation Board - Oct 22 - Sept 24	Remunerated 2-4 days per month		
Associate Director of Capital and Estates	Wayne Tannahill	Personal	Directorships, including non-Executive Directorships held in private companies or PLCs, with the exception of dormant companies.	1996	2016	Director of Pembrokeshire Surveyors Ltd. Sole proprietor, small architectural business, made dormant April 2016 (formally closed April 2017)		24/04/2024	
		Spouse/Partner or other Relative	Directorships, including non-Executive Directorships held in private companies or PLCs, with the exception of dormant companies.	1996	2016	Daughter Kate was Company Secretary			
Director of Strategic	Lucie Cornish								

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Improvement and Transformation		Nil	Nil	Nil	Nil	Nil	Nil	13/11/2024	
Executive Director of Planning, Performance & Commissioning	Nicola Johnson From 07/10/24	Nil	Nil	Nil	Nil	Nil	Nil	16/10/2024	
Executive Director of Primary, Community Care and Mental Health	Elaine Lorton From 30/09/2024	Personal	A position of authority in a Charity or Voluntary Body in the field of health and/or social care.	Nov-19	Current	Chair – West Wales Care & Repair	Nil	17/10/2024	
				Apr-24	Current	Independent Member – ateb	£2,960 Per Annum		

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**GIG
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NHS
WALES**

Bwrdd Iechyd
Addysgu Powys
Powys Teaching
Health Board

**CHARITABLE FUNDS COMMITTEE (CFC)
(POWYS HEALTH CHARITY – REGISTERED CHARITY NO. 1057902)**

**UNCONFIRMED MINUTES OF THE MEETING HELD ON
17 MARCH 2025 VIA MICROSOFT TEAMS**

MEMBERS		
Carl Cooper	CC	Chair (Committee Chair)
Rhobert Lewis	RL	Independent Member (Committee Vice Chair)
Cathie Poynton	CP	Independent Member
IN ATTENDANCE		
Ian Thomas	IT	Independent Member (Observing)
Helen Bushell	HB	Director of Corporate Governance / Board Secretary
Shania Jones	SJ	Charity Administrative Support Officer
Martin O’Brien	MOB	Interim Charity Manager
Carlene Eckley Berry	CEB	Communications Assistant
Aled Falvey	AF	Professional Head of Physiotherapy/Interim Operational Lead for Audiology (Item 1.3)
Pete Hopgood	PH	Deputy Chief Executive/Executive Director of Finance, Capital and Support Services
Sarah Pritchard	SP	Assistant Director of Finance (Accounting and Services)
APOLOGIES FOR ABSENCE:		
Claire Madsen	CM	Executive Director of Allied Health Professions, Health Sciences and Digital
Hayley Thomas	HT	Chief Executive
Alice King	AK	Audit Wales

1. PRELIMINARY MATTERS
1.1 WELCOME AND APOLOGIES (CF/24/81)
The Chair welcomed everyone to the meeting. Formal introduction took place. Apologies for absence were recorded as above.
1.2 DECLARATIONS OF INTEREST (CF/24/82)
No declarations of interests were received in addition to those already recorded on the register.
1.3 VESTIBULAR ASSESSMENT PATHWAY PROGRESS REPORT (CF/24/83)

AF updated the Committee on the progress to date on the application to establish a vestibular pathway, attention was drawn to:

- test equipment had been purchased
- advanced Audiologists in Mid and South Powys had been trained in the use of the equipment
- the equipment comprised of headpiece that which recorded eye movement to assess balance issues and the symptoms of dizziness
- Software licence had been secured
- benchmarking had been undertaken with South Wales Health Boards to improve delivery in Powys
- the challenges had included:
 - vacancies within the service and capacity demands delivering core services
 - developing a self-referral pathway
 - delays obtaining the software licences and linking the testing to the laptops for data analysis and diagnostic results
- meetings had been scheduled with Ear, Nose and Throat (ENT) Consultants - the intention was to provide these services in Powys
- for the physiotherapy element of vestibular rehabilitation, there was the potential for ENT Consultants to refer patients to physiotherapy, and allow Audiologist to do some intervention work too

The next step was to establish a plan to develop and implement the vestibular pathway. Strong links had been built with the visiting ENT Consultants, allowing the team to look at the referral pathway criteria.

It was anticipated that some patient and service level data would be available within the next six to twelve months

AF extended the teams thanks to the Committee for supporting the development of the vestibular pathway

What was the connectivity between the private sector and getting patients back into the health sector in Powys?

AF confirmed there was an opportunity for professionals within the private sector to refer should they consider there was a need/benefit.

ACTION:

- **Further assurance update with data (when available) of the impact of the new pathway – MOB**

The Committee took **ASSURANCE** that progress had been made with the vestibular pathway.

2. CONSENT AGENDA (CF/24/84)

The Chair asked members if they wish to bring forward any items from the Consent agenda to the main agenda. No items were raised.

3. ITEMS FOR APPROVAL/RATIFICATION/DECISION

3.1 MINUTES OF PREVIOUS MEETING (CF/24/85)

The minutes of the meetings held on 2 December 2024 and 20 January 2025 were **CONFIRMED** as an accurate record.

3.2. ACTION LOG (CF/24/86)

MOB provided an overview of the Action Log, highlighting

CF/23/20b – this action remained 'at risk' as there had been no traction on this project. MOB advised it had been agreed to close this application. A meeting had been scheduled with team to explore and support a more achievable project for the gardens – action recommended for closure.

CF/24/41 – this application had been paused due to concerns around the accuracy of the costings.

CF/23/20a – a progress update of this application was provided – action completed and recommended for closure.

The Committee **NOTED** the action log update and **APPROVED** the **CLOSURE** of the completed items.

3.3. POWYS GENERAL PURPOSE AND LOCAL FUNDS BIDS (CF/24/87)

CC noted that it had been decided previously to alter the threshold under which applications would be considered at this Committee. The new threshold being £10,000.

HB advised the Scheme of Delegation level within the Standing Financial Instructions would need to be changed and approval sort from the Board. This was to be presented to Board at the March meeting.

SP confirmed all bids to the Powys General Purpose Fund needed to go through the Committee as per the current procedure. The Charitable Funds Committee held oversight of the central fund and was the approving body, potentially there may be changes in the future.

ACTION:

- **Further discussions re the threshold for applications to be considered by the Committee – HB, SP, MOB, SJ**

3.3a LF61 – 202501 – READY TO GO HOME UNIT - £8,937.60 (CF/24/88)

IT enquired what was the recycling policy for old furniture etc. given the environmental initiatives?

SP explained the recycling of old furniture sat under the Capital, Estates and Property portfolio. There was an intranet site advertising older items that may be repurposed across the Health Board, if these items were deemed fit for purpose.

CC highlighted the Ready to Go Home units were a temporary service change so there was the potential for them to discontinue or change in the current form, and enquired what would happen to these chairs should the unit change?

MOB suggested there would be an opportunity to deploy the equipment, subject to agreement of the Committee.

ACTION:

- **Confirmation these chairs were suitable for dementia environments – MOB.**

The Committee **SUPPORTED** the application.

3.3b WELSH NATIONAL OPERA (WNO) Funding Renewal - £8,000.00 (CF/24/89)

MOB explained the programme had run for two years, and Welsh National Opera hoped to continue with this service across the Powys.

CP noted the figures showed a total of 308 patients had been seen and enquired if these were Powys Patients or all of Wales patients.

MOB confirmed a breakdown of the figures was not available. There had been an equal sharing of cost across all Health Boards in Wales.

IT noted this project had been financially funded in two parts - Arts Council Wales', Health and Social Well-Being Lottery fund and secondly by equal contribution from each of the Welsh health boards and enquired what risks the Health Board ran should other funders withdrew from the project.

ACTIONS:

- **Request a breakdown of the number of Powys patients who had participated in this project and how the project had impacted on Powys Patients - MOB**
- **Determine how is the project managed interdependencies in terms of financial sources of income - MOB**

The Committee **AGREED** to **SUPPORT** in principle and **DELEGATED** authorisation to the Chair, subject to receipt of the above information.

3.4 PROJECTS APPROVED UNDER DELEGATED AUTHORITY (CF/24/90)

MOB presented the report which was previously circulated and showed the applications approved since the previous meeting of this Committee, under delegated authority.

The Committee **DISCUSSED** and **RATIFIED** the expenditure

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16/06/2025 16:15:15

3.5. PROPOSED CHARITY TEAM OPERATIONAL BUDGET (CF/24/91)

MOB outlined the possible expenses identified by the Charity Team for the 2025/2026 financial year. These included:

- Administrative costs (previously approved)
- Training and Education
- Travel and Conferences
- Campaign Sundries
- Hospitality and Engagement costs
- Marketing including social media boosts
- Membership – NHS Charities Together and the Just Giving annual administration fee (previously approved)

MOB explained that the Charity Team worked with a company called Jam Jar, who helped support the production of marketing materials including the promotion of the new website.

The Committee **APPROVED** the proposed Charity Team Operational Budget.

4. ESCALATED ITEMS (CF/24/92)

There were no escalated items.

5. ITEMS FOR INFORMATION/ASSURANCE

5.1 CHARITY DASHBOARD (CF/24/93)

MOB presented the Charity Dashboard which provided the headline figures for the Charity's activities over the past year, an analysis of applications and a further breakdown of how the applications were submitted and the amount of funding approved on a monthly basis.

Some work had been undertaken in terms of an Expenditure Strategy, looking at how funds were spent and what money needed to be raised and introduced two major campaigns which were target driven for income.

Questionnaires had been forwarded to successful applicants to evaluate the service; feedback had been positive although it was recognised there were areas for improvement.

Previously, the Charity had issued a monthly newsletter, but this had resulted in a duplication of information due to the frequency. The intention was for the new website to feed into a newsletter automatically circulated to staff.

SP stated that some of the items bought from the Charity funds were different to those items normally purchased through the procurement channel. This had been challenging in terms of the NHS framework or a lack of understanding of the processes by the applicants.

MOB explained that two campaigns had been introduced to target income generation but there was no general fundraising. The Charity Team was aware of a number of service areas wanting to raise money, but not knowing what to do with the funds thereafter. An educational programme needed to be driven across the Health Board to raise awareness.

SP advised that most of the funds had been unrestricted designated. Following an internal audit it was concluded that this method over restricted the use of donations. A more generic approach was then adopted and donations are mainly unrestricted designated to the area specified by the Donor.

The Committee **NOTED** the Charity Dashboard.

5.2 FINANCIAL REPORT (CF/24/94)

SP referred to the financial report and explained that these figures varied to those of MOB as these showed the funds committed, whereas this report showed the accounts expended. The total expenditure to the end of January is £144,000, with an income of £226,000. A lot of expenditure happened over the 12-month period and would be re-charged into the Charity Fund in March, this included funded nursing bursaries. It was anticipated that expenditure would increase by year end.

There was a cash bank balance of approximately £700,000. Due to some large items of expenditure, it was anticipated this figure would be nearer to £500,000 by year end.

IT enquired if there was ongoing reconciliation process between the Charity's Team and the Finance Team.

SP explained a new finance system for expenditure had been introduced approximately three years ago. The Health Board had looked at expanding that in phase two, potentially allowing direct ordering of goods and services with was currently outside of the finance system.

The Committee **SUPPORTED** the financial report.

5.3. INVESTMENT MANAGER REPORT (CF/24/95)

SP confirmed the level of the investment portfolio with fund advisors Brewin Dolphin had remained broadly consistent as per the previous meeting. The current valuation of £3.61 m outweighed the actual investment of £2.84m. The capital value had increased by £800,000, plus the Health Board had received approximately £100,000 in dividends each year from the portfolio. Brewin Dolphin were keen to provide their annual PR presentation to this Committee.

How often is assurance given that the investments are appropriate to the Charity's functions?

SP confirmed that reassurance is received through reports, and also when Brewin Dolphin attend these meetings. This investment had a risk rate of six, which was relatively risk adverse and ethical.

ACTION:

- **Invite Brewin Dolphin to attend the June meeting to provide an assurance update - SP**

The Committee **RECEIVED** and took **ASSURANCE** of the Investment Manager report.

6. ITEMS FOR DISCUSSION

6.1. CHARITABLE FUNDS EFFECTIVENESS REVIEW(CF/24/96)

HB referred to the slide deck previously circulated and explained as this was the first set of data no comparisons could be made with previous years. There were a number of similarities to aspects of Board and other Health Board Committees. Overall, there had been positive scores and ratings across the survey; there were three areas to be considered:

- Committee members – clinical contribution/representation
- more training around the role of Corporate Trustees
- assurance reporting to the Board

A Governance Action Plan across all Committees and advisory groups was in development, some of the actions were specific to this Committee and some areas which will be generic across one or more of the Health Board’s committees.

CC advised the organisation through the Professional Forum was looking to strengthen the clinical/professional voice into the Board. General Practice colleagues particularly had an appetite for being heard more clearly and understood.

ACTION:

- **consider future agendas to determine from a medical perspective who should be invited to support particular agenda items - HB**

The Committee **RECEIVED** the Charitable Funds Effectiveness Review.

6.2 EXPENDITURE STRATEGY SESSION DISCUSSION OUTCOMES (CF/24/97)

MOB shared with the Committee the output from the strategy session in February, which looked at the Charity’s expenditure strategy and how to further promote the profile of the charity.

MOB confirmed there was no formal agreement with external bodies such as League of Friends; the Health Charities Alliance met quarterly and brought these bodies together to share information. It was part of the Charity Manager’s role to ensure that engagement continued; one of the

challenges was the facilitation of quicker completion of the aspects of the goods and services they were looking to fund as these organisations are not involved in the internal elements, such as Estates or medical equipment requirements. Work was ongoing to bridge these gaps.

Over the previous few months, a number of fundraising campaigns had been launched to help drive income and identify what that income looked like to allow targets to be set to run those campaigns on an annual cycle. There were no targets for other areas such as legacy or Community fundraising.

The launch of the Charity's website was imminent and would promote campaigns, fundraising and share information both internally and externally with the Community.

The Committee **NOTED** the Expenditure Strategy Session Update

6.3. CHARITY MANAGER UPDATE (CF/24/98)

No update was required for this meeting given the broader agenda.

6.4 MAY'S MILES CAMPAIGN (CF/24/99)

MOB explained this was a new campaign to be launched in May, working jointly with Wellbeing Team. The initial campaign is to support the health and wellbeing of the staff and the Community.

Participants were asked to record how far they had travelled to see as a community how far people travel away from Powys. Fundraising had been tagged onto this campaign, but it was not the primary focus; there was a need to get this campaign launched for awareness.

The Women and Children's Service had identified a single fundraising purpose to Improve Infant Feeding in Powys. It was proposed to build that into the purpose behind this campaign for focused fundraising. The team identified a number of items/services to be purchased in June, which would be reported back to the community that supported the campaign.

The Committee **NOTED** the May's Miles Campaign

6.5 COMMUNICATION AND WEBSITE (CF/24/100)

SJ provided a brief update on key activities since the previous meeting, and drew attention to:

- Spike in engagement in December
 - Focus on regular update to boost awareness
 - Use of Staywell in PTHB page on Facebook and the internet
 - Better use of the virtual screens across the hospitals
 - All posts are now bi-lingual (Welsh/English)
- New website neared completion, aim for launch in April 2025

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MOB extended a thank you to Carlene Eckley-Berry for supporting the communications programme.

ACTION:

- **Schedule a demonstration on the new website to Committee Members to be organised – SJ**

The Committee **NOTED** the Communication and Website Update.

7. CONSENT AGENDA(CF/24/101)

No items were raised

8. OTHER MATTERS

8.1. ANY OTHER BUSINESS (CF/24/102)

There was no other urgent business.

8.2 REFLECTIONS(CF/24/103)

- sound quality poor

8.3. DATE OF NEXT MEETING (CF/24/104)

16 June 2025 at 10.00 am via Microsoft Teams

DRAFT

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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								
09-Sep-24	CF/24/41	Interim Charity Manager	Signage screens in maternity application GF07	The Committee requested checks on how this would integrate with existing information screen system	<p>December 2024: We have identified there is likely to be cost increase to this project due to installation costs. We have asked further questions relating to installation and maintenance and are waiting for a reply. We will request an updated application form to be brought back to committee.</p> <p>Revised target March 25.</p> <p>MARCH 2025 - We remain in contact with the applicant and are awaiting accurate purchase and fitting costs from Estates Team.</p> <p>PAUSED</p> <p>Action will continue to be reviewed and reported at the relevant time. Committee are asked to note this update.</p>	02-Dec-24	17-Mar-25	At risk
17-Mar-25	CF/24/83	Charity Manager	Vestibular Assessment Pathway Progress Report	Assurance Update with data (when available) of the impact of the new pathway	16 June 2025 - item not yet due	Sep-25		On track
OPEN ACTIONS - IN PROGRESS BUT NOT YET DUE								
ACTIONS RECOMMENDED FOR CLOSURE (MEETING 16 JUNE 2025)								
17-Mar-25	CF/24/96	Director of Corporate Governance	Charitable Funds Effectiveness Review	Determine from a medical perspective who should be invited to support certain agenda items	16 June 2025 - Claire Madsen remains a member of the Committee. Bids will also be considered by Executive Committee in advance.	Jun-25		On track
17-Mar-25	CF/24/100	Charity Support Officer	Communication and Website	demonstrate the new website to Committee Members	16 June 2025 - Agenda item for this meeting	Jun-25		Completed
17-Mar-25	CF/24/95	Assistant Director of Finance	Investment Manager Report	Invite Brewin Dolphin to June meeting to provide an assurance update	16 June 2025 - Agenda item for this meeting	Jun-25		Completed
17-Mar-25	CF/24/89	Charity Manager	Powys General Purpose and Local Fund Bids - WNO	Determine how the project managed interdependencies in terms of financial sources of income	16 June 2025 - Shared with Chair 25 March 2025 who approved the funding of the project having received delegated authority to do so from the CFC on 20250317	Jun-25		Completed

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17-Mar-25	CF/24/89	Charity Manager	Powys General Pupose and Local Fund Bids - WNO	Provide a breakdown of the number of Powys Patients who had participated in this project and how it had impacted on these patients	16 June 2025 - Shared with Chair 25 March 2025 who apporved the funding of the project having recieved delegated authority to do so from the CFC on 20250317	Jun-25		Completed
17-Mar-25	CF/24/88	Charity Manager	Powys General Pupose and Local Fund Bids - 202501 - Ready to Go Home Unit Powys General Pupose and Local Fund Bids - LF61	Confirm the chairs are suitable for dementia environments	16 June 2025 - This unit is dementia friendly and having the bright colours has been really beneficial to the overall feel to the unit, however I haven't linked into the Powys wide team. We are operating as a RTGHU currently which is due for review this month, if we go back to the rehabilitation ward, these chairs will still be required and used. If the hospital was to close (which ive been told will not be happening) I know the ward in Machynlleth would appreciate them, and they could also be used in other departments in the hospital. (outpatients and maternity). The old chairs - we have taken the re-usable ones into storage and will be offering these to other wards, the majority of the old chairs have been condemned	Jun-25		Completed
17-Mar-25	CF/24/87	Director of Corporate Governance/ Charity Manager/ Deputy Board Secretary/As sistant Director of Finance	Powys General Pupose and Local Fund Bids	Confirm threshold of applications to be considered by the Committee	16 June 2025 - Agenda item for this meeting	Jun-25		Completed

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Charitable Funds Application Form

Project title:	Doppler machines
Service department/ward:	Tissue Viability Service
Applicant name:	Karen Kirkham

Who are you requesting the funds from? *(Tick all that apply)*

Powys Health Charity (Powys Teaching Health Board Charitable Funds)	<input checked="" type="checkbox"/>
Powys Health Charity Grant scheme <i>Please specify which grant scheme:</i>	<input type="checkbox"/>
League of Friends <i>Please state which League of Friends you are requesting funds from and contact details:</i>	<input type="checkbox"/>
Other community groups <i>Please state the group you are requesting funds from and contact details:</i>	<input type="checkbox"/>
No sure	<input type="checkbox"/>

Please choose who will benefit from this proposal (select all that apply):		What area/community in Powys will benefit from this project?	
Powys Teaching Health Board Staff	<input type="checkbox"/>	North Powys	<input type="checkbox"/>
Powys Teaching Health Board Patients	<input checked="" type="checkbox"/>	Mid Powys	<input type="checkbox"/>
Community Members/ Volunteers	<input type="checkbox"/>	South Powys	<input type="checkbox"/>



Other (please specify):	Powys wide	<input checked="" type="checkbox"/>
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Please select the relevant area for this proposal:

Outdoor furniture	<input type="checkbox"/>	Indoor furniture	<input type="checkbox"/>
Patient activities	<input type="checkbox"/>	Staff well-being	<input type="checkbox"/>
Patient Materials	<input type="checkbox"/>	Staff Materials	<input type="checkbox"/>
Medical equipment	<input checked="" type="checkbox"/>	Domestic equipment	<input type="checkbox"/>
Software	<input type="checkbox"/>	Training/conferences	<input type="checkbox"/>
Décor	<input type="checkbox"/>	Construction work	<input type="checkbox"/>

Other (please specify):

Project summary – Tell us what you are asking for

This Summer the All Wales leg ulcer standards documentation was launched. This now means that every patient in Wales will receive gold standard leg assessments and standardised treatment for leg ulcers throughout Wales.

In the standards every patient will receive a Doppler test / ABPI /TBPI readings in a view to having compression treatment.

Currently only District Nurse teams have the Doppler equipment in Powys so if an inpatient requires a Doppler test, this is not achieved.

We are asking for funding for 4 doppler kits for the TVN team.

*Wax Sue
13/06/2025 16:15:15*



Background – Tell us the story of this project, how was this project identified, who will benefit from this project, why are you asking for funding for this project now, please provide any other supporting documentation (quotes, diagrams, photos etc)

The TVN service consists of 4 specialist Nurses who are trained to use doppler machines. We cover all of Powys.

If we had doppler machines we could achieve the All-Wales Leg ulcer standards by offering full leg assessments to patients in our hospitals, outpatients, and Nursing homes. We have never been able to offer doppler tests to patients as wasn't part of our service. This would be a new addition to the services we offer.

We are asking for the kit that includes a regular manual doppler and the ability to turn the machine into a Toe Doppler.

This means we can offer both types of dopplers to our patients.

(sometimes due to location of ulcers on legs it is too painful to perform a normal doppler and then a toe Doppler would be performed)

[Standards for Leg Ulcer Care in Wales.pdf](#)

[slide-deck-30-Nov-AWTVN-v2.pdf \(woundcare-today.com\)](#)

[ABPI BPS](#)

Project plan – When are you hoping to receive the item(s), undertake the training, attend the conference, is there a timescale for when the project needs to be completed, what happens if a deadline is missed. What does completed look like?

Wilco@bluewin.ch
15/06/2025 16:15:15



We Plan to be able to have the Doppler machines ASAP.

We are already trained to use the equipment and therefore could start achieving the standards as soon as they are received.

Project Measurement – What are the key outcomes of this project that you would say would make it a success (up to 5).

E.g. request for garden furniture

- 1. received on time
- 2. installed in the right place
- 3. staff/patients/families use it
- 4. it is comfortable
- 5. weatherproof

No.	Measures of Success
1	Receive on time
2	TVN start using the dopplers
3	Patients who were previously not able to have test are now tested.
4	Achieving the leg ulcer standards in Powys
5	Present achievement in Powys to All Wales TVN Forum

Any other additional comments:

By having doppler ABPI / TBPI readings a patient can then (if normal readings are present) have compression therapy which will help to speed up the wound healing. This means the patient is receiving the right treatment in a timely manner. The other outcome is less dressings and less Nurse input as the wound heals quicker.

*Wilcox Sue
11/06/2025 16:15:15*



Resources – How much does this cost, attach quotes where they are available and a breakdown of costs and the source of the costs (please try avoiding obtaining costs from Amazon or other such platforms)

[Jan 2024 Vascular Range Prices UK - 710472-32 1.pdf](#)

I have highlighted the requested Doppler machine.

We would require 4 machines.

However, I have not yet contacted company to see if we could have a discount if we buy 4 machines.

Total amount requested (£):	£8,395.92
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Contact details of applicant

Name: Karen Kirkham

Email address: karen.kirkham@wales.nhs.uk

Phone number:

Delivery address (if applicable):

Declaration

I have read the PTHB Charitable Funds staff guidance document [here](#).

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.

If you are unable to access the FCP policy, please contact the Powys Health Charity team to request a copy.



I confirm that this funding will only be used for the purposes specified in this application.	<input checked="" type="checkbox"/>
I agree to take part in a project evaluation once the project is complete	<input checked="" type="checkbox"/>
<p>I agree to providing information and photographs of this completed project for use by the Powys Health Charity team in all its forms of social media and advertising.</p> <p><i>Powys Health Charity will make sure where specified any individuals in the photographs give permission for their use</i></p>	<input checked="" type="checkbox"/>

Wilcox Sue
11/06/2025 16:15:15



Applicant

(We accept electronic and typed signatures)

Name: Karen Kirkham
Team lead

Role: Tissue Viability Nurse



Signature:

Date: 04/10/24

Approving manager

(We accept electronic and typed signatures)

Name: Donna Jones

Role: Clinical Services Manager



Signature:

Date: 09.10.2024

Charity Manager (for Charity Team use only)

Strategic priorities (tick the relevant priorities)

Demonstrating Responsible Leadership	<input type="checkbox"/>	Enhancing NHS Services	<input checked="" type="checkbox"/>
Upholding Our Civic Mission	<input type="checkbox"/>	Establishing a Culture of Collaboration	<input type="checkbox"/>

IMTP Objectives (tick the relevant priorities)

1. Focus on Wellbeing	<input type="checkbox"/>	5. Develop Workforce Futures	<input type="checkbox"/>
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2. Provide Early Help and Support	<input checked="" type="checkbox"/>	6. Promote Innovative Environments	<input type="checkbox"/>
3. Tackle the Big Four	<input type="checkbox"/>	7. Put Digital First	<input type="checkbox"/>
4. Enable Joined up Care	<input type="checkbox"/>	8. Transforming in Partnership	<input type="checkbox"/>

Additional Comments: The charity team supports this application for the purchase and use of the Doppler machines as these will provide essential patient benefit.

Name: Martin O'Brien Role: Charity Manager

Signature:  Date: 14 April 2025

Fund Manager (for Charity Team use only)

Name: Role:

Signature: Date:

*Wilcox Sue
11/06/2025 16:15:15*



Charitable Funds Application Form

Project title:	Chest AI Package for Samsung Digital Xray equipment
Service department/ward:	Radiology
Applicant name:	Michelle Kirkham

Who are you requesting the funds from? *(Tick all that apply)*

Powys Health Charity (Powys Teaching Health Board Charitable Funds)	<input checked="" type="checkbox"/>
Powys Health Charity Grant scheme <i>Please specify which grant scheme:</i>	<input type="checkbox"/>
League of Friends <i>Please state which League of Friends you are requesting funds from and contact details:</i>	<input type="checkbox"/>
Other community groups <i>Please state the group you are requesting funds from and contact details:</i>	<input type="checkbox"/>
No sure	<input type="checkbox"/>

Please choose who will benefit from this proposal (select all that apply):		What area/community in Powys will benefit from this project?	
Powys Teaching Health Board Staff	<input checked="" type="checkbox"/>	North Powys	<input type="checkbox"/>
Powys Teaching Health Board Patients	<input checked="" type="checkbox"/>	Mid Powys	<input type="checkbox"/>
Community Members/ Volunteers	<input type="checkbox"/>	South Powys	<input type="checkbox"/>
Other (please specify):		Powys wide	<input checked="" type="checkbox"/>

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Please select the relevant area for this proposal:

Outdoor furniture	<input type="checkbox"/>	Indoor furniture	<input type="checkbox"/>
Patient activities	<input type="checkbox"/>	Staff well-being	<input type="checkbox"/>
Patient Materials	<input type="checkbox"/>	Staff Materials	<input type="checkbox"/>
Medical equipment	<input checked="" type="checkbox"/>	Domestic equipment	<input type="checkbox"/>
Software	<input type="checkbox"/>	Training/conferences	<input type="checkbox"/>
Décor	<input type="checkbox"/>	Construction work	<input type="checkbox"/>

Other (please specify):

Project summary – Tell us what you are asking for

I am seeking funding for the addition of the Chest AI software package to our recent installation of digital equipment across Powys, to support radiographers working single-handedly in our departments. This advanced AI software is designed to assist in the rapid detection of critical chest pathologies, including pneumothorax, lung nodules, and pneumonia. By automatically flagging abnormalities in real-time, the software enhances diagnostic confidence, reducing the risk of missed pathology and improving patient outcomes.

Background – Tell us the story of this project, how was this project identified, who will benefit from this project, why are you asking for funding for this project now, please provide any other supporting documentation (quotes, diagrams, photos etc)

In departments where radiographers work alone, the absence of an immediate second opinion can pose challenges, particularly in urgent cases. The Chest AI package acts as an intelligent second reader, providing instant feedback and prioritizing cases that require urgent attention. This not only supports radiographers in making timely and informed decisions for example supporting decisions regarding requesting urgent reports, but also ensures

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that patients with potentially serious conditions receive the necessary care without delay.

The primary beneficiaries of this technology will be patients, radiographers, and clinicians. Patients will experience quicker diagnosis and treatment initiation, reducing the risk of deterioration in acute cases. Radiographers will benefit from an added layer of confidence and safety, especially in isolated or out-of-hours settings, while clinicians will receive more accurate and timely imaging reports to support their clinical decisions.

Funding is being sought now to ensure that our radiology services remain at the forefront of technological advancements, improving efficiency and patient care standards.

Project plan – When are you hoping to receive the item(s), undertake the training, attend the conference, is there a timescale for when the project needs to be completed, what happens if a deadline is missed. What does completed look like?

We aim to acquire and integrate the Chest AI software within the next 3 months, depending on procurement and installation schedules. Training for radiographers will be conducted immediately upon implementation to ensure optimal usage.

Completion of the project will be marked by:

- Full software deployment and integration into the radiology workflow
- Radiographer training completed
- AI software actively supporting image analysis and prioritization
- Positive feedback from radiographers and clinicians regarding its impact on workflow and patient care



If deadlines are missed, we will work closely with the software provider and IT support to minimize any delays and ensure a smooth transition.

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Project Measurement – What are the key outcomes of this project that you would say would make it a success (up to 5).

E.g. request for garden furniture

1. received on time
2. installed in the right place
3. staff/patients/families use it
4. it is comfortable
5. weatherproof

No.	Measures of Success
1	Successful implementation of the Chest AI software into the radiology department.
2	Assisting Radiologist/ reporting Radiographers in detecting abnormalities, therefore improving patient safety.
3	Faster diagnosis and prioritization of urgent cases, leading to improved patient care.
4	Increased confidence and support for single-handed radiographers in decision-making for urgent reports
5	Positive feedback from radiographers, clinicians, and patients on the software's impact.

Any other additional comments:

Additionally, the introduction of such top-tier AI software will contribute to recruitment and retention of staff, as radiographers will feel more supported and empowered in their roles, enjoying the benefits of cutting-edge technology in their daily practice.

Resources - How much does this cost, attach quotes where they are available and a breakdown of costs and the source of the costs (please try avoiding obtaining costs from Amazon or other such platforms)



Total amount requested 6.5k (plus VAT) x 5	
Quotes and cost breakdown are attached separately for review.	
Total amount requested (£):	32.5k (plus VAT)
Contact details of applicant	
Name: Michelle Kirkham	
Email address: michelle.kirkham2@wales.nhs.uk	
Phone number: 01686 613279	
Delivery address (if applicable):	
Declaration	
I have read the PTHB Charitable Funds staff guidance document here .	<input checked="" type="checkbox"/>
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>If you are unable to access the FCP policy, please contact the Powys Health Charity team to request a copy.</i>	<input checked="" type="checkbox"/>
I confirm that this funding will only be used for the purposes specified in this application.	<input checked="" type="checkbox"/>
I agree to take part in a project evaluation once the project is complete	<input checked="" type="checkbox"/>


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<p>I agree to providing information and photographs of this completed project for use by the Powys Health Charity team in all its forms of social media and advertising.</p> <p><i>Powys Health Charity will make sure where specified any individuals in the photographs give permission for their use.</i></p>	<input checked="" type="checkbox"/>
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Applicant
(Signature must be electronic. We will accept a photograph of your signature)

Name: Michelle Kirkham Role: Professional Head of Radiography

Signature:  Date: 11.3.25

Approving manager
(Signature must be electronic. We will accept a photograph of your signature)

Name: Victoria Deakins Role: Head of Therapies and Health Sciences

Signature:  Date: 12/3/25

Charity Manager (for Charity Team use only)

Strategic priorities (tick the relevant priorities)

Demonstrating Responsible Leadership	<input type="checkbox"/>	Enhancing NHS Services	X
Upholding Our Civic Mission	<input type="checkbox"/>	Establishing a Culture of Collaboration	<input type="checkbox"/>

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IMTP Objectives (tick the relevant priorities)

1. Focus on Wellbeing	<input type="checkbox"/>	5. Develop Workforce Futures	<input type="checkbox"/>
2. Provide Early Help and Support	<input type="checkbox"/>	6. Promote Innovative Environments	X
3. Tackle the Big Four	<input type="checkbox"/>	7. Put Digital First	<input type="checkbox"/>
4. Enable Joined up Care	<input type="checkbox"/>	8. Transforming in Partnership	<input type="checkbox"/>

Additional Comments: The charity team supports the enhancements of patient services through the investment of technology to aid diagnostics. This investment in technology will help the patients and retain and attract radiology personnel.

Name: Martin O'Brien Role: Charity Manager

Signature:  Date: 5 June 2025

Fund Manager (for Charity Team use only)

Name: Role:

Signature: Date:

Wilcox SS
11/06/2025 15:15



Charitable Funds Application Form

Project title:	Oska Mattresses for palliative / end of life inpatients
Service department/ward:	Community Hospital Wards
Applicant name:	Louise Hymers, Karen Kirkham, Donna Jones

Who are you requesting the funds from? *(Tick all that apply)*

Powys Health Charity (Powys Teaching Health Board Charitable Funds)	<input checked="" type="checkbox"/>
Powys Health Charity Grant scheme <i>Please specify which grant scheme:</i>	<input type="checkbox"/>
League of Friends <i>Please state which League of Friends you are requesting funds from and contact details:</i>	<input type="checkbox"/>
Other community groups <i>Please state the group you are requesting funds from and contact details:</i>	<input type="checkbox"/>
No sure	<input type="checkbox"/>

Please choose who will benefit from this proposal (select all that apply):		What area/community in Powys will benefit from this project?	
Powys Teaching Health Board Staff	<input type="checkbox"/>	North Powys	<input type="checkbox"/>
Powys Teaching Health Board Patients	<input checked="" type="checkbox"/>	Mid Powys	<input type="checkbox"/>



Community Members/ Volunteers	<input type="checkbox"/>	South Powys	<input type="checkbox"/>
Other (please specify):		Powys wide	<input checked="" type="checkbox"/>

Please select the relevant area for this proposal:

Outdoor furniture	<input type="checkbox"/>	Indoor furniture	<input type="checkbox"/>
Patient activities	<input type="checkbox"/>	Staff well-being	<input type="checkbox"/>
Patient Materials	<input type="checkbox"/>	Staff Materials	<input type="checkbox"/>
Medical equipment	<input checked="" type="checkbox"/>	Domestic equipment	<input type="checkbox"/>
Software	<input type="checkbox"/>	Training/conferences	<input type="checkbox"/>
Décor	<input type="checkbox"/>	Construction work	<input type="checkbox"/>

Other (please specify):

Project summary – Tell us what you are asking for

We are asking for funding for specialist mattresses to enhance the care of our palliative and end of life patients within each of our community hospitals. Currently our palliative and end of life patients are cared for on mattresses that are 'standard' issue within the wards, however there are now alternatives that offer a clear enhancement in care for this patient group.

In order to provide pressure relief for patients who are unable to independently move in bed it is necessary for the ward team to provide regular repositioning of patients, this is particularly the case with palliative patients especially those in the last days of life who are at an increased risk of developing pressure damage. Unfortunately, it is often the case that patients at the end of life find repositioning an uncomfortable and unpleasant experience, the use of these



mattresses would reduce the frequency with which these patients need to be repositioned and would improve patient experience whilst also potentially reducing incidence of pressure damage or the deterioration of existing wounds.

The Lead Tissue Viability Specialist Nurse has identified the key benefits of this mattress as follows:

The Series5 is a specialised lateral tilt pressure care mattress designed to provide exceptional clinical benefits. It is ideal for palliative and end of life care, complex neurological conditions, and situations where manual turning is challenging, such as acute pain and limb contractures. This mattress delivers gentle lateral tilt therapy, making it highly effective for even the most severe Category 4 pressure ulcers. It has no minimum user weight, making it suitable for patients with very low body weight. The mattress cover features three anti-shear transfer zones that help minimise the risk of shear-related tissue injuries in vulnerable areas such as the heels, sacrum / trunk, and scapula. These zones are particularly beneficial when patients are being handled or moved. The active air system offers three distinct therapy modes:

- Lateral rotation / tilt active therapy: This mode provides pressure redistribution through a 10-minute cycle of gentle tilting and lateral rotation, resulting in micro-turns and micro-shifts that mimic the natural movements of the human body
- Alternating active therapy: This mode focuses on pressure relief
- Static reactive therapy: This mode ensures optimal immersion and envelopment

These additional benefits of the mattresses would support the care of our palliative and end of life patients, they would also support those important to the patient through enhancing patient experience, and would support our



workforce by enhancing the care available to this patient group, which in turn may improve role satisfaction.

Background – Tell us the story of this project, how was this project identified, who will benefit from this project, why are you asking for funding for this project now, please provide any other supporting documentation (quotes, diagrams, photos etc)

This request forms part of the 'Eirlys' charitable funds project which is aimed at enhancing palliative and end of life care within our community hospitals, and also aims to share learning to the community setting to support enhanced care across Powys. See Appendix 1 for the original bid for the project

Unfortunately, it has taken longer than the project team had anticipated for the allocation of the monies for improvements to the physical environment within our community hospitals as outlined within the original bid. There have been many challenges with progress for the original bid, including but not limited to Covid-19, pressure on clinical services, availability of the project team and engagement with the community hospital ward teams. There was also time taken at the start of the project to understand baseline data re the experience of providing or receiving palliative and end of life care, as well as co-production of the development of the project and key priorities.

More recently, there have been conversations with the Community Service Managers and the Lead Tissue Viability Specialist Nurse who have advised that the purchase of specialist mattresses would be a key starting point in enhancing care of these patients within our community hospitals, this fits with

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the ethos of the original funding bid, and whilst the appropriate level of funding remains unspent from the original bid, given the timeframe in term of delays to the expenditure this bid has been compiled to ensure that the charitable funds team are in agreement with the proposed expenditure.

Project plan – When are you hoping to receive the item(s), undertake the training, attend the conference, is there a timescale for when the project needs to be completed, what happens if a deadline is missed. What does completed look like?

We would aim to order the mattresses once charitable funding has been agreed, these would then be distributed to the community hospital wards, and would be available for palliative and end of life patients to use.

Project Measurement – What are the key outcomes of this project that you would say would make it a success (up to 5).

E.g. request for garden furniture


1. received on time
2. installed in the right place
3. staff/patients/families use it
4. it is comfortable
5. weatherproof

No.	Measures of Success
1	Received on time
2	Available for use in the community hospitals
3	Staff use the mattresses to support patient comfort and care
4	They are comfortable for patients, offering an enhanced experience



5	Reduction in frequency / severity of pressure damage	
Any other additional comments:		
Resources - How much does this cost, attach quotes where they are available and a breakdown of costs and the source of the costs (please try avoiding obtaining costs from Amazon or other such platforms)		
<p>The mattresses are £3,636 per mattress (inc VAT), we are asking for nine mattresses in total.</p> <p>Total cost 9 x £3,636 = £32,724</p> <p>Quote from supplier Appendix 2.</p>		
Total amount requested (£):	32,724	
Contact details of applicant		
Name: Louise Hymers, Lead Nurse for Cancer and Palliative Care		
Email address: louise.hymers@wales.nhs.uk		
Phone number: 07973660959		
Delivery address (if applicable):		
Declaration		
I have read the PTHB Charitable Funds staff guidance document here .		<input checked="" type="checkbox"/>
I have read the FCP policy.		<input checked="" type="checkbox"/>
Please see this link to PTHB Financial policies here .		



<p>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.</p> <p><i>If you are unable to access the FCP policy, please contact the Powys Health Charity team to request a copy.</i></p>		
I confirm that this funding will only be used for the purposes specified in this application.		<input checked="" type="checkbox"/>
I agree to take part in a project evaluation once the project is complete		<input checked="" type="checkbox"/>
I agree to providing information and photographs of this completed project for use by the Powys Health Charity team in all its forms of social media and advertising.		<input checked="" type="checkbox"/>
<p><i>Powys Health Charity will make sure where specified any individuals in the photographs give permission for their use.</i></p>		
<p>Applicant <i>(Signature must be electronic. We will accept a photograph of your signature)</i></p>		
Name: Louise Hymers	Role: Lead Nurse for Cancer and Palliative Care	
Signature: Louise Hymers	Date: 19/03/2025	
<p>Approving manager <i>(Signature must be electronic. We will accept a photograph of your signature)</i></p>		
Name: Linzi Shone	Role: Head of Nursing	
Signature: 	Date: 19/03/2025	
<p>Charity Manager (for Charity Team use only)</p>		



Strategic priorities (tick the relevant priorities)

Demonstrating Responsible Leadership	<input type="checkbox"/>	Enhancing NHS Services	<input checked="" type="checkbox"/>
Upholding Our Civic Mission	<input type="checkbox"/>	Establishing a Culture of Collaboration	<input type="checkbox"/>

IMTP Objectives (tick the relevant priorities)

1. Focus on Wellbeing	<input type="checkbox"/>	5. Develop Workforce Futures	<input type="checkbox"/>
2. Provide Early Help and Support	<input type="checkbox"/>	6. Promote Innovative Environments	<input type="checkbox"/>
3. Tackle the Big Four	<input checked="" type="checkbox"/>	7. Put Digital First	<input type="checkbox"/>
4. Enable Joined up Care	<input type="checkbox"/>	8. Transforming in Partnership	<input type="checkbox"/>

Additional Comments: The Charity team supports the purchase of specialist mattresses to enhance the care of our palliative and end of life patients. The addition of these mattresses into an already anxious environment will help provide care and comfort for the patient.

Name: Martin O'Brien Role: Charity Manager

Signature:  Date: 5 June 2025

Fund Manager (for Charity Team use only)

Name: Role:

Signature: Date:

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14/06/2025 16:15:15*



PTHB Charitable Funds SBAR 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"/>

Situation – Provide a brief summary of the proposal and outline what it aims to address. (max 200 words)

N.B. This version of the Charitable Funds bid has been updated in response to comments received via PTHB charitable funds committee and PTHB Exec committee. For the ease of reference, the updated sections are in red text.

Powys Teaching Health Board (PTHB) provides End of Life Care (EOLC) in its community hospitals, care homes and in people’s homes. Each death presents us with ‘one chance to get it right’ for patients and their families. Dame Cicely Saunders said ‘how people die remains in the memory of those who live on’ and therefore how each death is managed is the foundation on which people grieve.

In recent years, Palliative Care Suites have been built at some of our community hospitals which provide a better physical environment for palliative patients. This has highlighted that there is even more we can do to add value to the social, emotional, and spiritual care given to patients and families.



Covid-19 has presented challenges to how we deliver EOLC, highlighted the importance of communication skills, and shown that staff need more support both personally and professionally to manage the emotional impact of their work.

By developing a co-ordinated programme to focus on EOLC within PTHB, we can bring together the many strands, to ensure we deliver outstanding, holistic, personalised EOLC which is empowering for staff as well as patients and families, across the whole of Powys.

Background – Outline any relevant information that will provide context, including any previous proposals or projects. (max 750 words)

This bid for charitable funds to support an EOLC improvement project has been developed as a direct response to several drivers within PTHB, these include:

- The National Audit of Care at the End of Life (NACEL) identified areas of EOLC within PTHB that are in need of improvement (see assessment section for full details)
- The Bereavement Project within PTHB has highlighted the need for improvements within EOLC and the impact of EOLC on the experience of the bereaved. The close link between quality of EOLC and bereavement has been emphasised with the current Covid-19 pandemic
- The PTHB 'My Life, My Wishes' advance care plan for Powys highlights the need for excellence in EOLC and the need for patients who wish to plan for EOLC to be supported with their decision-making process
- Local hospital 'League of Friends' organisations have previously fundraised and been instrumental in creating Palliative Care Suites in Llanidloes, Brecon, Llandrindod, Welshpool, Knighton, and Bronllys hospitals. All our community hospitals regularly provide EOLC.

In November 2019, 5 ward sisters and palliative link nurses from our community hospitals visited Royal Shrewsbury Hospital to learn about the SWAN scheme and how the hospital has approached improving the experience of EOL patients. Innovations within Shrewsbury include:

- Provision of parking permits
- Bags containing comfort packs and information
- Improvements to physical environment including mortuary spaces
- Pet passports
- Refreshment vouchers



- 'Taste for pleasure' scheme which encourages relatives to be involved in mouth care using fluids of choice for dying patients

PTHB Ward staff and palliative link nurses were inspired by what could be achieved for EOLC within our community hospitals.

Our hospice partners, Severn Hospice, St David's Hospice, and St Michael's Hospice all provide specialist community support and inpatient beds for complex palliative care patients from Powys. They are increasingly focusing on community support and some have reduced their number of inpatient beds to reflect this shift in health care.

Work is ongoing within PTHB to be able to keep more complex patients within Powys, for example by improving our ability to manage oncological / palliative emergencies through the development of evidence based clinical guidance. Currently in development are guidelines for the management of malignant hypercalcaemia, and a standard operating procedure for the use of wide bore naso-gastric drainage tubes for patients in malignant bowel obstruction.

In line with All Wales Policy, we have been encouraging staff to make greater use of the Care Decisions Document for the last days of Life, and this can be incorporated into the EOLC project.

In 2019 PTHB launched 'My Life, My Wishes,' the advance care plan for Powys - which is encouraging people to think about, discuss, and record their wishes for EOLC. As we open up and normalise the conversation about death and dying, patients and family's expectations around what is possible at EOL increases and we need to strive to meet their expectations. 'My Life, My Wishes' has become a 'Bevan Exemplar' project because of its innovative approach to involving the general public and third sector colleagues in becoming Advance Care Planning Champions. It is really important to recognise that although dying often happens within Health Board settings, it belongs to the community, and we will continue to involve PAVO and community organisations in developing and delivering this bid.

Patients generally want to be cared for close to loved ones, and community hospitals provide an excellent blend of palliative care, close to home. The 'Start Well, Live Well, Age Well' priorities for Powys could also include 'Die Well', and keeping more complex EOLC patients in Powys, is part of us delivering this vision well.



The End of Life Board for Wales commissioned a national report in 2019 which identified that bereavement was an issue that needs more strategic attention and support. There are [plans](#) to develop a national framework for bereavement in 2021-22. By focusing on the experience of bereaved people today, currently complicated by the ongoing Covid-19 pandemic, we can ensure that everyone has access to bereavement support when they need it.

There is work ongoing with the mental health teams around bereavement from suicide, and within the Maternity and Childrens' Directorate about support with miscarriage, and maternal loss.

Communication skills helpful during bereavement are fully transferable to other kinds of loss, and this project will contribute to improving PTHB workforce's general emotional literacy around loss and bereavement, with contributions in other settings as well. The implementation of the '6 Steps' programme to improve palliative and bereavement care in nursing and care homes has also raised the bar in Powys for EOLC provision.

In 2019 PTHB successfully bid for a £30,000 grant from Helpforce / Marie Curie to create a palliative care volunteering scheme. It is planned that this will get underway later this year and will be able to dovetail into this renewed focus on EOLC. The renewed focus on volunteering within PTHB may give opportunities for complementary therapists to further add value to this improvement project.

There is a growing recognition within PTHB that traditional models of 'Spiritual Care' do not meet everyone's needs, and that spiritual care is an important component of holistic care. This may be the focus of a future project, but it is hoped that this project may lay some practical foundations for engaging with this in the experience of our EOL patients.

The Covid-19 pandemic has also increased focus on staff wellbeing and emotional resilience. Issues around 'burnout' and 'compassion fatigue' amongst staff has had an increasing national profile, and the Workforce and Organisational Development team have been looking at ways of better supporting staff. EOL situations can be distressing for staff, especially when in small rural communities, patients and relatives are often personally known to staff. Increased emotional literacy and communication skills amongst staff



benefits both staff cohesion, resilience, and patient care. Staff are often highly motivated to provide excellent EOLC across all settings, and have expressed a desire to have more resources and support to do this. Pride in what we can deliver for our patients will no doubt increase both staff wellbeing and emotional resilience, which in turn will improve patient care and experience.

Assessment – Please provide a detailed assessment of the available evidence with a view to addressing the problem. (max 750 words)

On average, nearly 250 people a year die in our community hospitals, 92% of them expected (WPAS). Evidence for the experience of family and friends for EOLC is largely anecdotal (thank you cards, donations to local charitable funds or other organisations). Improving how we gather data on EOLC is key to this project, so future improvements can be informed.

For the last 3 years PTHB has participated in the National Audit for Care at the End of Life (NACEL) audit. PTHB does not routinely gather data from friends and families post death so the information gathered was limited to the audit of clinical casenotes. Analysis from the NACEL audit 2018 identified that we were doing well at identifying dying patients and informing relatives that patients are dying. However, the audit also identified that improvements can be achieved in several areas:

- **Communication Skills**
 - DNACPR discussions
 - Assessing emotional and spiritual needs
- **Spiritual support**
 - Prayer rooms
 - Ensuring that patients have access to spiritual care support irrespective of religious beliefs
 - Referral to chaplaincy
- **Bereavement support**
 - Leaflets
 - Signposting
 - Access to counselling
- **Provision of comfort care packs for relatives/carers**
- **End of Life Care training not included in induction programme or mandatory training**
- **Absence of a non-executive director responsible for the oversight of the national guidance on learning from deaths agenda**



progress (expected to be addressed through the medical examiner rollout)

The All Wales Care Decisions Document for the Last Days of Life aims to support the provision of evidence based, best practice in terms of symptom control and holistic care at EOL. Nationally 65% of reported deaths use the Care Decisions Tool, within Powys last year it was used in 50% of reported deaths across all settings. The momentum of the project will help to embed using the tool as evidence based best practice, and the Individual Care Review form included in the document which is analysed nationally, will add to our understanding of dying in Powys.

Similar projects to this in Royal Shrewsbury Hospital and in other acute hospitals have shown improvements to relative's perception of EOLC. It has also improved perceptions of staff around providing EOLC. The [SWAN](#) scheme has won awards in other hospitals for the improvements they have demonstrated in patient and relative experience. This will be the first time a project like this has been created in community hospitals.

There is a need for greater strategic focus on EOLC experiences in PTHB, as well as taking practical steps for frontline staff to improve patient and relative experience very quickly. This project will also allow for greater evaluation and monitoring of patient and relative experiences which will inform future innovations and improvements.

Assessment of training needs

In order to improve EOLC experience it is necessary to look at our workforce and the skillset we already have established within PTHB, whilst also identifying potential gaps within the existing skillset. A core component to providing quality EOLC is effective communication between PTHB staff and patients / relatives. It is essential to note at this point, that emotional literacy with regards to EOLC is an important aspect for all members of Health Board staff, not just traditional frontline staff in the form of Doctors and Nurses. When on site, all members of PTHB staff are easily identifiable to both patients and relatives with the use of PTHB ID, a distressed patient or relative, may need the support of any member of PTHB workforce in order to support them during EOLC. When trying to improve EOLC it's important to anticipate the training needs of all who represent PTHB.



In order to assess the training needs of PTHB staff, we propose to survey our workforce with regards to their confidence and competence with regards to providing EOLC. Within this we would look to identify current knowledge and skills and also any gaps in confidence and / or knowledge. Where any gaps are identified we would then look to submit a charitable funds bid to assist in the provision of a training package that is specifically tailored to the needs identified by our workforce.

The current context of Covid-19 has highlighted the need for a much greater focus on workforce wellbeing in general terms within the NHS. Giving our workforce the appropriate skillset to be able to deal with EOLC in a confident, and competent manner is one way in which we can improve job satisfaction and resilience, which in turn will improve patient and relatives experience at end of life. This in turn improves the bereavement experience, as previously highlighted within this bid, the way in which our relatives die, is the foundation on which we grieve.

PTHB provide CHC nursing home placements for our patients, therefore it is also necessary for us to ensure that staff within care homes providing EOLC are afforded the necessary skills to provide excellent care; we would suggest that the survey of training needs include our care home colleagues. In the context of Covid-19, the need to better support our colleagues within care homes has been widely identified.

In order for us to adequately gauge the training needs of our workforce with regards to providing EOLC, we would ask for the charitable funds committee to support us in providing the necessary access to survey software as detailed in the updated resources section.

This survey software would also be used to obtain feedback from patients, and relatives regarding the current EOLC offering within PTHB, and also evidencing the impact of the charitable funds bid on quality of care within PTHB.

1

Wilcox Sue
11/06/2025 16:15:15



Recommendation – Detail your recommendation for the Charitable Funds Committee along with plans for evaluating the proposal and sustainability. (max 750 words)

The recommendation is for a multi-faceted holistic EOLC improvement project which will add value to EOL experiences for patients, families, and staff across PTHB. Front line staff will be supported and empowered to deliver outstanding and individualised EOLC, supported by the Specialist Palliative Care Team (SPCT).

The project will focus on community hospitals, but it is hoped the learning and resources will support improving EOLC in other settings over time.

A steering group comprising representatives from 3 community hospitals, SPCT, senior nursing colleagues, finance, PAVO, communication and engagement, workforce and organisational development, and staff wellbeing will oversee the implementation of the project.

This charitable funding bid is for an 18-month project, which allows for the uncertainty created by the Covid-19 pandemic, and will allow for the EOL charitable fund to be established to sustain the project for the longer term.

Reporting back to the committee will be at 6 months, 12 months, and a final evaluation after 18 months.

The bid would support the following areas:

- Survey of PTHB workforce to identify current knowledge and confidence with regards to providing EOLC, should any training needs be identified a tailored training package would be developed and the charitable funds committee approached to help fund the training package. This training needs analysis would also be offered to staff within care homes that provide EOLC on behalf of PTHB via CHC funding
- Engagement project to support development of Powys EOL brand so it becomes e.g. 'Swan scheme at Llanidloes Hospital' and branding is consistent across literature, bags, and signage, but sites don't lose their local distinctiveness. This would include development of a PTHB EOLC Palliative fund which the Health Board Charity have agreed to proactively



support, with fundraising campaigns to raise awareness and encourage donations, with the aim of the EOLC improvement project becoming self-funding

- Filming and distribution of virtual tours of palliative care facilities to empower patients and relatives to make informed choices regarding preferred place of care and preferred place of death
- Provision of literature for patients and families, including - 'Signs and symptoms of dying', 'What to do after someone has died' and 'Living with grief and Loss.
- Budget of £3,000-£5000 for each community hospital ward to select items to improve the physical and emotional environment for EOL patients (especially those without palliative care suites who can choose items to create 'pop-up' EOL rooms). To include, mood lighting, music technology, leaflet racks, artwork, kitchen appliances for relatives etc.
- Creation of 300 care bags for relatives to include tissues, small box to put jewellery and lock of hair in, information, non-plastic property bags, condolence card from ward staff etc.
- Memorial books for each ward and support if staff wish to organise annual memorial events e.g. tea for relatives, memorial service
- Development of pet visiting policy to allow animals to visit patients (at discretion of ward sister with awareness of infection control considerations)
- Development of a feedback form for families after a death (used in all settings) to provide opportunity for people to reflect on their experience, and to provide information on how PTHB can improve EOLC
- Work with our existing chaplains and hospice partners to look at the spiritual care provision in our community hospitals, and ensure that referral routes are easy, and staff are aware of support available
- Consideration of the experience of children and young people, and adults with additional needs, in visiting EOL patients

Evaluation

Currently, we only have anecdotal evidence from relatives and staff that the quality of EOLC we provide to families is good. Dissatisfaction is mostly expressed through engagement with the patient experience team. Getting better information from families about the quality of their experience and how it could have been improved is crucial to guide the continuing focus of the project.

An integral part of the EOLC improvement project would be audit of EOLC. Initially, a baseline audit of the current service provision for EOLC within PTHB would be required; this would involve collecting information from bereaved



Powys residents, and also PTHB staff in relation to experiences in receiving / providing EOLC within PTHB. This audit data would provide valuable feedback with regards to what we are currently doing well, and also identify areas in need of improvement. Should the baseline data highlight areas in need of improvement not yet identified the EOLC improvement project could provide an ability to address these issues also. Baseline data will also be invaluable in being able to measure the impact of the EOLC improvement project in the longer term.

The provision of standardised information leaflets after an expected death would provide the opportunity for a post bereavement feedback form.

This feedback will also inform the report to the charitable committee at six, twelve, and eighteen months.

Sustainability

Currently many people supported by the SPCT and community hospital staff donate money to national cancer charities or hospices in memory of their loved one. This project gives an opportunity to create a designated charitable fund for EOLC in PTHB which overtime could become self-sustaining, helping to add value to the EOL experiences of our population, and celebrate the excellent EOLC provided within PTHB.

Future training costs and resources beyond this 18-month project would be met from donations to this designated fund. Welsh Government has just announced a further £1million to support EOL care across Wales, and this money could be used to fund staff time to support this project and other innovations in EOLC.

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

~~Training in communication skills around loss and bereavement for up to 300 PTHB Staff at approx. £70 per person for 2.5-hour interactive seminar (in person if social distancing allows), plus procurement costs~~

£24,150

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Budget of £3,000 - £5,000 for each community hospital to select items for improvements to their EOL facility (can include pop up EOLC rooms for those who do not have designated palliative care suites)	£40,000
Engagement – external design support for PTHB EOL ‘brand’ and associated costs	£3,000
Printing materials, including but not limited to ‘Signs and Symptoms of Dying’, ‘What to do after someone dies’, ‘Grief and Loss’, ‘Pet Passports’, Feedback forms with freepost return. Printing costs to include small folder to contain information and feedback form	£7,000
Filming of virtual tours and distribution at 9 PTHB sites	£4,500
300 comfort packs for relatives, including non-plastic property bags for returning patient property after death, small box for jewellery / hair lock, tissues, etc.	£3,500
Memorial books	£200
Contingency for unexpected developments and opportunities	£4,000
TOTAL ASK	£86,350
TOTAL FUNDING AWARDED	£62,200
Initial proposal budget	
Requested additional funding	
Printing materials, including but not limited to ‘Signs and Symptoms of Dying’, ‘What to do after someone dies’, ‘Grief and Loss’, ‘Pet Passports’, Feedback forms with freepost return.	£1,000

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Printing costs to include small folder to contain information and feedback form	
Filming of virtual tours and distribution at 9 PTHB sites	£1,500
License to use Smart Survey as a tool to survey workforce regarding training needs, also to collect and analyse baseline and ongoing data to support and develop project.	£500
N.B. Costs for above updated following consultation with Communications and other teams re data collection and design.	
Total	£3,000

Contact details

Name: Charity Garnett / Louise Hymers

Email address: charity.garnett@wales.nhs.uk / louise.hymers@wales.nhs.uk

Phone number: 07468766589

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: _____ **Role:** _____

Signature: _____ **Date:** _____

Approving manager/executive

Name: _____ **Role:** _____

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Signature:

Date:

*Wilcox Sue
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Appendix 1a –project timeline

Project Output or Milestone	Actions	Start Date	End Date	Resources
Communication skills training programme	Develop programme and secure training partner	07/20	09/20	WOD 3 rd -sector partners
	Deliver online/in-person training programme, range of dates and times for 300 people	09/20	05/21	
Training needs analysis	EOLC training needs engagement with workforce within PTHB and care homes	09/20	10/20	
Develop training package in response to training needs analysis	Identify gaps in training needs, develop training package, submit charitable funds bid to provide costs for required training	10/20	11/20	
Improvements for community hospitals EOL facilities	Collaboratively identify equipment or improvements required and procure.	09/20	11/20	Ward sisters, league of friends, link nurses, Estates
	Installation and integration of equipment	11/20	08/21	Estates, ward sisters
Develop consistent brand for project	Engagement exercise and development with Comms team	09/20	11/20	Steering group, Comms and engagement team,

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Project Output or Milestone	Actions	Start Date	End Date	Resources
				external designers
Literature available for patients and relatives on wards and in other settings	Finalise design and agree printing	09/20	11/20	Comms team, ?external printers.
	Distribute literature to all a ward areas and ensure they can be reordered.	11/20	12/20	SPCT, printing, ward sisters.
Improvements to community hospitals EOL environment	Ward teams to identify priorities	09/20	10/20	Ward sisters, SPCT input
	Procurement and installation	10/20	04/21	Ward teams, SPCT, estates
	Publicity and celebration	10/20	05/21	Comms and engagement
Creation and distribution of 300 care bags including patient property bags, info packs and tissues etc.	Sourcing, packing and distributing bags. Organising places for storage on each ward	09/20	12/20	Steering group, SPCT, ward sisters
Development of virtual tours for patients/relatives considering admission	Filming short videos in each location. Distribution and accessibility	09/20	03/21	Ward staff, ICT, comms team, tech buddies?
Feedback and evaluation	Development of feedback form	09/20	10/20	Q and S team, patient experience team, SPCT
	System for monitoring and reporting on patient experience	10/20	ongoing	SPCT, Q and S team

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1 Current palliative care facilities at community hospitals.

APPENDIX 1b

Community Hospital		Palliative Care Suite?	Name?	Beds	Relative resources	Issues	Initial requests
Llanidloes		Yes	The Garden Rooms	2	Shared relative's room with kitchen. Access to garden		
Machynlleth		No		0		Plan to include palliative care suite in future redevelopment of hospital	
Newtown		No		0		Places for relative to stay.	
Welshpool		Yes	the garden suite'	1	Relatives room with two recliner chairs and adjoining bathroom - access to garden.		Artwork, opening window (room only has a door)
Ystradgynlais		No		0		Has some money available for a palliative care suite (in discussion with charitable funds)	

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Brecon		Yes		2	shared relatives room, sofa bed, refreshment station,	Patient access to garden	Microwave for relative, artwork
Bronllys		Yes	Mynedd View'	1	Sofa, refreshment station, doors to garden	Patient access to garden	
Llandrindod		Yes		1	Kitchen, comfortable chairs		
Knighton		Yes		1	Kitchen Comfortable chairs	Hospital currently closed	
Glan Irfon, Builth Wells		No		0		Not routinely providing EOL care	

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Appendix 2

QUOTATION

DELIVER TO

NHS Wales (Accounts payable)
Powys Local Health Board
Alder House , Alder Court
St Asaph Business Park
Denbighshire
LL17 0JL

QUOTATION TO

NHS Wales (Accounts payable)
Powys Local Health Board
Alder House , Alder Court
St Asaph Business Park
Denbighshire
LL17 0JL



OSKA
Edward House
5 Penner Road
Havant
Hampshire
PO91QZ

Tel No: 02394 318318
Fax No: 0845 3833 839
E-mail: ask@oska.uk.com
Web: www.oska.uk.com

ACCOUNT	REP	YOUR REFERENCE	DATE	DEL METH	QUOTE NO.	PAGE
NHS047	DW	KAREN KIRKHAM	15/11/24	D5C	100905	1 of 1

STOCK CODE	DESCRIPTION	QUANTITY	PRICE	DISCOUNT	UNIT	VALUE
PR13-606	OSKA SERIES5 MATTRESS W EVAC BASE 87x200x18cm (FULL KIT)		2994.00		EACH	2994.00

Comments

GOODS	CARRIAGE	DISCOUNT	VAT TOTAL	TOTAL VALUE
2994.00	36.00	0.00	606.00	3636.00

ALL VALUES SHOWN IN: GBP

To order, email ask@oska.uk.com
Please supply the above products/services

Signed..... Name.....

Position..... Date.....

Purchase Order No.....

This quotation is subject to <https://oska.uk.com/terms-and-conditions>
Special order and bespoke items such as beds, chairs and furniture are made to order and cannot be cancelled or refunded after 3 days placing an order.

1 This invoice is subject to <https://oska.uk.com/terms-conditions>



Charitable Funds Application Form

Project title:	May's Miles 2025
Service department/ward:	Improving Infant feeding (Women's and Childrens)
Applicant name:	Shania Jones

Who are you requesting the funds from? *(Tick all that apply)*

Powys Health Charity (Powys Teaching Health Board Charitable Funds)	<input checked="" type="checkbox"/>
Powys Health Charity Grant scheme <i>Please specify which grant scheme:</i>	<input type="checkbox"/>
League of Friends <i>Please state which League of Friends you are requesting funds from and contact details:</i>	<input type="checkbox"/>
Other community groups <i>Please state the group you are requesting funds from and contact details:</i>	<input type="checkbox"/>
No sure	<input type="checkbox"/>

Please choose who will benefit from this proposal (select all that apply):		What area/community in Powys will benefit from this project?	
Powys Teaching Health Board Staff	<input type="checkbox"/>	North Powys	<input type="checkbox"/>
Powys Teaching Health Board Patients	<input checked="" type="checkbox"/>	Mid Powys	<input type="checkbox"/>
Community Members/ Volunteers	<input type="checkbox"/>	South Powys	<input type="checkbox"/>



Other (please specify):	Powys wide	<input checked="" type="checkbox"/>
-------------------------	------------	-------------------------------------

Please select the relevant area for this proposal:

Outdoor furniture	<input type="checkbox"/>	Indoor furniture	<input type="checkbox"/>
Patient activities	<input type="checkbox"/>	Staff well-being	<input type="checkbox"/>
Patient Materials	<input checked="" type="checkbox"/>	Staff Materials	<input type="checkbox"/>
Medical equipment	<input type="checkbox"/>	Domestic equipment	<input type="checkbox"/>
Software	<input type="checkbox"/>	Training/conferences	<input type="checkbox"/>
Décor	<input type="checkbox"/>	Construction work	<input type="checkbox"/>

Other (please specify):

Project summary – Tell us what you are asking for

Powys Health Charity are creating a campaign with the goal of raise money for improving infant feeding across Powys. Working closely with our women’s and children’s team to buy items that will encourage and training individuals on best practices.

The aim is to raise money through our May’s Miles campaign to buy these items however, to ensure the charity can fulfil this promise we are requesting charitable funds support in case the required amount is not raise.

Background – Tell us the story of this project, how was this project identified, who will benefit from this project, why are you asking for funding for this project now, please provide any other supporting documentation (quotes, diagrams, photos etc)

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This project was developed through collaboration between Powys Health Charity and the Women's and Children's team at Powys Teaching Health Board. It was identified as a priority due to a clear need for better support, resources, and training around infant feeding across the county.

The initiative aims to provide essential equipment and training resources to improve infant feeding practices and outcomes. The primary beneficiaries will be new and expectant parents, healthcare professionals, and infants across Powys.

Funding is being raised through our May's Miles campaign, encouraging the community to get active and donate. However, to ensure we can deliver on our goals even if targets aren't met, we are seeking additional support through charitable funds.

This is part of a wider ambition to establish annual campaigns that respond to local needs. Infant feeding was chosen as the focus for 2025 following discussions with clinical teams, and we hope this project sets a strong precedent for future campaigns.

Project plan – When are you hoping to receive the item(s), undertake the training, attend the conference, is there a timescale for when the project needs to be completed, what happens if a deadline is missed. What does completed look like?

We aim to complete the project by July 2025. The fundraising campaign, May's Miles, is running throughout May 2025. Once funds are secured, we plan to purchase equipment and resources by July 2025 to demonstrate the impact of individual donations throughout this campaign.

If fundraising targets are not met, charitable funds will be used to cover the shortfall so the project can proceed without delay. In the event of any delays



(e.g., supplier issues), we will adjust timelines slightly but remain committed to completing the project within 2025.

Project Measurement – What are the key outcomes of this project that you would say would make it a success (up to 5).

E.g. request for garden furniture

1. received on time
2. installed in the right place
3. staff/patients/families use it
4. it is comfortable
5. weatherproof

No.	Measures of Success
1	All equipment and resources are purchased and delivered on time.
2	Resources are distributed effectively to teams and locations where they are most needed.
3	Resources are actively used by families and healthcare professionals across Powys.
4	Positive feedback is received from staff and families on the usefulness and accessibility of the support provided.

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5 Increased awareness and engagement with the May's Miles campaign and the broader goal of improving infant feeding.

Any other additional comments:
Updates and outcomes will be monitored by the charity and Women's and Children's team to assess impact and inform future campaigns.

Resources - How much does this cost, attach quotes where they are available and a breakdown of costs and the source of the costs (please try avoiding obtaining costs from Amazon or other such platforms)

This funding will help us purchase key items to support infant feeding across Powys, focusing on high-impact, cost-effective resources for families and staff.

Option 1: If we doing nothing and only use the money raised through fundraising (£270) we could purchase:

1 x Breast Pump = £122.50

2 x Dolls = £67.50

4 x Model Breasts = £63.80

Giving a total of £253.80

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Option 2: If we match fund (giving a total of £540) then this is what we could purchase:

2 x Breast Pump = £245

3 x Dolls = £202.50

5 x Model Breasts = £79.75

Giving a total of £527.25

Option 3: We have sufficient charitable funds available and therefore we can consider funding the full package costing £2700 offset by £270 from May's Miles fundraising

The Womens and Children team were asked to identify what would be a minimum number of items they need to purchase and an ideal number of items they would like to purchase.

Item	Price of 1 Item	Minimum No.	Cost		Ideal No.	Cost
Pumps	£122.50	2	£245		8	£980
Dolls	£67.50	6	£405		10	£675
Learning	£1050	n/a	£1050		n/a	£1050
Model Breasts	£15.95	6	£95.70		6	£95.70
Total			£1795.70			£2800.70
Less JG Amount			£270			£270

WMC/SLB
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Total PHC Funding			£1525.70			£2530.70
Total amount requested (£):						
Contact details of applicant						
Name: Shania Jones						
Email address: Shania.jones@wales.nhs.uk						
Phone number:						
Delivery address (if applicable):						
Declaration						
I have read the PTHB Charitable Funds staff guidance document here .						<input checked="" type="checkbox"/>
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>If you are unable to access the FCP policy, please contact the Powys Health Charity team to request a copy.</i>						<input checked="" type="checkbox"/>
I confirm that this funding will only be used for the purposes specified in this application.						<input checked="" type="checkbox"/>



I agree to take part in a project evaluation once the project is complete	<input checked="" type="checkbox"/>
I agree to providing information and photographs of this completed project for use by the Powys Health Charity team in all its forms of social media and advertising. <i>Powys Health Charity will make sure where specified any individuals in the photographs give permission for their use.</i>	<input checked="" type="checkbox"/>

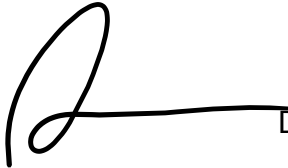
Applicant
(Signature must be electronic. We will accept a photograph of your signature)

Name: Shania Jones Role: Charity Administration Support Officer

Signature:  Date: 28/05/2024

Approving manager
(Signature must be electronic. We will accept a photograph of your signature)

Name: Adrian Osborne Role: Deputy Director

Signature:  Date: 10 June 2025

Charity Manager (for Charity Team use only)

Strategic priorities (tick the relevant priorities)

Demonstrating Responsible Leadership	<input type="checkbox"/>	Enhancing NHS Services	<input type="checkbox"/>
Upholding Our Civic Mission	<input type="checkbox"/>	Establishing a Culture of Collaboration	<input type="checkbox"/>

MTP Objectives (tick the relevant priorities)

1. Focus on Wellbeing	<input type="checkbox"/>	5. Develop Workforce Futures	<input type="checkbox"/>
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WIC/05/2025-14.15.15



2. Provide Early Help and Support	<input type="checkbox"/>	6. Promote Innovative Environments	<input type="checkbox"/>
3. Tackle the Big Four	<input type="checkbox"/>	7. Put Digital First	<input type="checkbox"/>
4. Enable Joined up Care	<input type="checkbox"/>	8. Transforming in Partnership	<input type="checkbox"/>
Additional Comments:			
Name:		Role:	
Signature:		Date:	
Fund Manager (for Charity Team use only)			
Name:		Role:	
Signature:		Date:	

*Wilcox Sue
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Applications between						
Our Ref no.	Area	Fund (where known)	Item, what they requested	Reason	£	Approved by
LF71-202503	North	8014- Newtown General Purposes	British Society for Heart Failure MDT Meeting	2-day conference to keep up to date evidence-based care.	150.00	David Farnsworth
LF72-202503	Mid	8005-Knighton General Purposes	Cottage View Bedding	New bedding for residents.	826.50	David Farnsworth
LF74-202503	Powys	8141-Bronllys research fund	OT ward budget	Facilitating weekly cooking groups	1,820.00	Louisa Kerr
LF75-202503	Powys	8141- Bronllys research fund	Pottery sessions	A potter to lead pottery sessions twice a week.	7,040.00	Louisa Kerr
LF76-202503	Powys	8141- Bronllys research fund	Newspapers	Providing daily newspapers for patients on Felindre unit.	301.60	Louisa Kerr
LF77-202503	Powys	8040-Palliative care fund	Restorative Clinical Supervision for PTHB Specialist Palliative Care Team Nurses	Specialist Palliative Care Team currently access formal restorative clinical supervision provided by a trained counsellor. Application was for ongoing support.	2,160.00	David Farnsworth
LF79-202503	Powys	8323-Mental Health General Purposes	Training2care DIET training sessions supporting improved nutrition and hydration	2-day training supporting improved nutrition and hydration for people with dementia in Powys hospital wards.	2,040.00	David Farnsworth

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Bach Grant Scheme						
GS08-202503	Mid	8016-Powys general fund	Looked after Children Welcome bags	Purchase bags (the children often report that they move with just a bin bag) so this would be THEIR bag. I would like to purchase simple things like toothbrushes and toothpaste, a hairbrush, toiletries, and a teddy.	400.00	Adrian Farnsworth
GS09-202503	North	n/a	New Mills Community Activities	Support to establish a series of community Games nights to be held at New Mills Village Hall. A trial period has been held, which has proven the need for such activities.	£361.84	Adrian Farnsworth
GS11-202503	Mid	n/a	Modernisation of printing/copying facility	Replace an old photocopier.	350.00	Adrian Farnsworth
GS12-202503	South	n/a	Veteran's shed	A new shed to replace a dilapidated wooden shed that is beyond repair. The shed will be used to store equipment.	£329.00	Adrian Farnsworth
GS13-202503	North	n/a	Mencap Llanfynllin Summer Festival	Hold a mini (one day) festival on the site for people attending Mencap and anyone in the community that would like to join in.	£350.00	Adrian Farnsworth
GS14-202503	North	n/a	Creating Well	Deliver a series of four art and craft sessions designed specifically for renal patients undergoing dialysis.	£400.00	Adrian Farnsworth

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GS15-202503	Mid	n/a	5KYW Move against Cancer	To purchase some additional kit (clothing) and materials to promote the Move Against Cancer 5KYW programme in Powys.	£370.00	Adrian Farnsworth
GS18-202503	South	n/a	Wellbeing Classes	6-week Tia Chi group and a monthly nature group to improve users' well-being and experience the benefits of group activities in the surroundings of nature.	£400.00	Adrian Farnsworth
2025-2026						
LF02-202504	South	8102-Ystradgynlais Geriatric ward fund	Patient clocks	Calendar clocks for patient rooms	£840.00	David Farnsworth

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Brewin
Dolphin

POWYS TEACHING LOCAL HEALTH BOARD CHARITABLE FUND

Quarterly Investment Report

31 March 2025

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Valuation Summary

Fund Report

Activity Summary

Investment Criteria

Investment Criteria

Acceptable Investments

Benchmark

Fund Statistics

Asset Allocation

Performance

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Valuation Summary

31 March 2025		RBC Brewin Dolphin Investment Portfolio Summary					
		Book Cost	Market Value	% Holding	Benchmark	Yield	Gross Income
Fixed Interest	Govt Bonds	£ 449,888.14	£ 450,628.46	12.80%	8.50%	4.13%	£ 18,629.35
	Corp Bonds	£ 217,118.77	£ 219,590.88	6.24%	8.50%	5.41%	£ 11,880.74
	Accrued Interest	£ -	£ 215.65	0.01%	0.00%	0.00%	£ -
	Total Fixed Interest	£ 667,006.91	£ 670,219.34	19.03%	17.00%	4.55%	£ 30,510.09
UK Equities	UK	£ 509,309.53	£ 602,716.50	17.12%	17.00%	4.23%	£ 25,470.66
Overseas Equities	US	£ 1,007,647.97	£ 1,287,631.32	36.57%	35.09%	1.63%	£ 21,024.68
	Europe	£ 153,973.09	£ 183,011.04	5.20%	6.17%	3.59%	£ 6,574.10
	Japan	£ 84,438.83	£ 106,338.85	3.02%	3.13%	2.25%	£ 2,388.74
	Pacific	£ 177,754.68	£ 202,738.48	5.76%	6.01%	3.80%	£ 7,703.47
	Emerging	£ 27,729.87	£ 31,471.99	0.89%	1.10%	3.19%	£ 1,004.52
	Global	£ -	£ -	0.00%	0.00%	0.00%	£ -
	Total Overseas	£ 1,451,544.44	£ 1,811,191.68	51.44%	51.50%	2.14%	£ 38,695.51
	Alternatives	Property	£ 110,511.70	£ 107,497.25	3.05%	3.00%	3.62%
	Absolute Return	£ 76,462.74	£ 71,785.96	2.04%	6.00%	4.48%	£ 3,218.36
	Other	£ 244,721.60	£ 190,972.86	5.42%	3.00%	8.19%	£ 15,644.98
	Total Alternatives	£ 431,696.04	£ 370,256.07	10.51%	12.00%	6.15%	£ 22,754.39
	Total Investments	£ 3,059,556.92	£ 3,454,383.59	98.10%		3.40%	£ 117,430.65
Cash	Cash Product	£ 18,165.00	£ 18,165.00	0.52%		4.52%	£ 821.06
	Capital Ledger	£ 15,872.77	£ 15,872.77	0.45%		0.00%	£ -
	Dividends Pending	£ 6,700.69	£ 6,703.13	0.19%		0.00%	£ -
	Income Ledger	£ 26,149.60	£ 26,149.60	0.74%		0.00%	£ -
	Total Cash	£ 66,888.06	£ 66,890.50	1.90%	2.50%	4.52%	£ 821.06
	Total Fund	£ 3,126,444.98	£ 3,521,274.09	100.00%			
	Ex Accrued Interest	£ 3,093,594.69	£ 3,488,205.71	100.00%	100.00%	3.39%	£ 118,251.71

	Monthly	Quarterly	Six Monthly	Annual	3 Yearly	Inception 20/02/2020
Portfolio	-3.44%	-1.66%	-0.73%	2.52%	10.36%	49.08%
Benchmark	-3.65%	-0.75%	1.99%	6.41%	18.94%	34.90%
FT All Share	-2.25%	4.51%	4.14%	10.46%	23.27%	33.16%
FT All Stocks	-1.01%	0.55%	-2.57%	-1.19%	-17.30%	-23.64%
BofE Base Rate (less 0.75%)	0.31%	0.94%	1.96%	4.19%	10.46%	10.46%
Bank of England Base Rate	4.50%					
FTSE 100 Value	8582.81					

Please note the forecast income figure shown here is based on an extrapolation of previous dividend payments. Please refer to page 8 for a more accurate forecast.

The price of protectionism: Trade and markets in the age of Trump

In a dramatic first quarter of 2025, bonds outperformed shares, and European shares surpassed those in America. The U.S. dollar was amongst the weaker currencies, while gold proved the standout asset class, providing some much-needed protection in portfolios.

At the centre of the drama was President Trump and his second term in office. During his first term, the President's business-friendly actions (deregulation and tax cuts) outweighed his antagonistic actions (tariffs that were narrow in scope). In this second term, these less favourable elements of his agenda are taking precedence.

Trump the protector...

While deporting migrant labour and cutting public expenditure pose challenges for U.S. businesses, the greatest tension since President Trump's inauguration has stemmed from protectionist trade policies.

Over recent months, business attitudes towards tariffs seem to have evolved from a necessary evil to a major frustration. By design, American businesses should be drawn to the concept of protectionism, which should make it easier for them to fend off lower cost foreign competitors. However, many are concerned over unintended consequences.

Firms reliant on imported components could face increased costs. If rising costs mean consumers must spend less, it could lead to lower sales. But the greatest sense of disillusionment has come from the chaotic implementation.

Over the early weeks of President Trump's second term, tariffs were announced, and then delayed at the eleventh hour, or announced and then adjusted within days. For example, tariffs on Colombia were announced and dropped in hours, while tariffs on Canada and Mexico were announced, deferred, narrowed, and then expanded. The President also imposed tariffs on steel, aluminium, cars, and car parts. This all took place while the threat of a bigger announcement loomed – what the President called 'Liberation Day'.

On Liberation Day (2 April – outwith the quarter reported on here), President Trump announced what he termed reciprocal measures based upon a list of perceived and real grievances detailed in an extensive report by the United States Trade Representative. The administration concluded that every country in the world unfairly penalises the U.S. enough to warrant a 10% tariff on exports. Sixty countries warranted higher tariffs, most of which are small Asian and emerging economies. Japan, Switzerland and the European Union, however, were all charged high tariff rates, reflecting the frictions they impose on imports from America.

The scope of these measures was towards the more extreme end of expectations, and it doesn't end there; additional tariffs on pharmaceuticals, lumber, semiconductors and copper are also expected.

The economic impact from these measures should be severe, reducing economic growth and increasing costs for the U.S. and its trading partners. Retaliatory measures from other countries, such as China's additional 34% tariff on U.S. imports, will only intensify this pain.

By way of mitigating factors, President Trump loves to negotiate, and his approach is to start aggressively and then make concessions, so we could expect to see these measures eased over time.

In the meantime, the tariffs will increase U.S. government tax revenue, which it'll likely use to bolster the case for replacing expiring personal tax cuts later this year.

Trump the peacemaker...

Away from trade policy, the President Trump administration was also trying to bring about a ceasefire in the Ukraine.

On the campaign trail the President had said he would end the war in 24 hours, but months into his tenure, Russia's acceptance of ceasefire terms has proven elusive. In March, a limited ceasefire seemed to be agreed but the terms were unpublished, and both sides accused the other of violating it.

Throughout negotiations, President Trump appeared surprisingly generous in the concessions he offered to Russia. Meanwhile, he sought to negotiate a deal to share Ukraine's mineral wealth as a condition for continued support and to repay the substantial aid the U.S. had provided to Ukraine during the conflict. The administration did not involve European allies in negotiations.

At February's Munich Security Conference, amongst other topics, U.S. Vice President Vance laid out the U.S. position that European states should contribute more towards Ukraine's defence. The implications were significant. They accelerated a rapidly evolving attitude towards military spending in Europe.

Europe's wake-up call

This was nowhere more evident than in Germany, where the collapse of the previous coalition government saw Friedrich Merz's Christian Democrat-led block secure the most votes in this year's Federal elections.

While negotiations continue to form a new ruling coalition which Merz will head, he has reached an agreement to reform Germany's constitutional debt brake, exempting defence spending exceeding 1% of GDP. To placate the other parties needed to make this momentous change, he also agreed to create a special €500 billion fund for "investments in infrastructure and for additional investments to achieve climate neutrality by 2045".

The environment is a challenging one for Europe. As a region, international trade comprises a large share of its economic growth. The U.S. administration's focus on reducing trade deficits would seem likely to come at Europe's expense, while the potential loss of American support in combating threats on Europe's borders threatens the so-called peace dividend, which allowed Europe to underinvest in defence as geopolitical pressures eased following the Cold War. In contrast, the U.S., resource-rich and geographically distant, should have little to lose from tariff negotiations with Europe, importing less than it exports.

Despite this, European equities preserved value far better at the start of 2025 than their U.S. counterparts. This counterintuitive result was caused by several factors.

As mentioned, markets found President Trump's administration had delivered more benefits than costs during his first term, but this time around it seems less likely, with a greater focus on economically damaging policies. The decision to try and fight on several trade fronts seems strategically naïve; while other countries will have a single trade dispute with America, America will face disputes with many. Finally, the perceived weakening of Europe's allyship with America appears to be a much-needed prompt to address domestic challenges.

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The UK's fiscal tightrope

The UK is geographically in Europe but economically, it sometimes seems to share more in common with the U.S.

The new UK government has struggled to make a positive impact economically, inheriting a difficult economic hand from its predecessor and focussing on taxing, spending and borrowing in its budget last autumn.

In her recent Spring Statement, Chancellor Rachel Reeves updated parliament on the public finances relative to her self-imposed fiscal rules. Weaker growth and higher interest rates mean she was on track to break them, but welfare reforms, efficiency measures and some accounting nuance has put her back on track.

However, there was something performative about the whole exercise. It's actually very difficult to estimate whether the budget is likely to be in balance in four years' time, so the savings announced in March fall very much within the margin of error. Like other parts of Europe, the UK is investing in its defence, a move that is both geopolitically sensible and benefits from falling outside the most challenging fiscal rule.

The exception to exceptionalism

After a couple of strong years for financial markets, uncertainty has returned, most notably reflected in the performance of the Magnificent Seven – the mega-cap, U.S. technology-enabled companies. They have relinquished some of their exceptional gains. While most don't appear directly exposed to tariffs, rising uncertainty often leads investors to take profits. Tariffs on Vietnam will hit Apple though (down 9% after the announcement), which stands out as the epitome of U.S. exceptionalism, as well as Nike (down 14%).

This volatility is largely due to President Trump's unusual decision to upend decades of economic orthodoxy – an approach that had propelled the U.S. to become one of the world's largest, wealthiest, and most productive economies. It's a peculiar step to take after a period during which investors lauded "American exceptionalism." The situation may remind some American businesses of the warning proffered by a previous Republican icon at a press conference on August 12, 1986.

"The nine most terrifying words in the English language are 'I'm from the government and I'm here to help.'"

U.S. President Ronald Reagan

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Market Movements: First Quarter of 2025

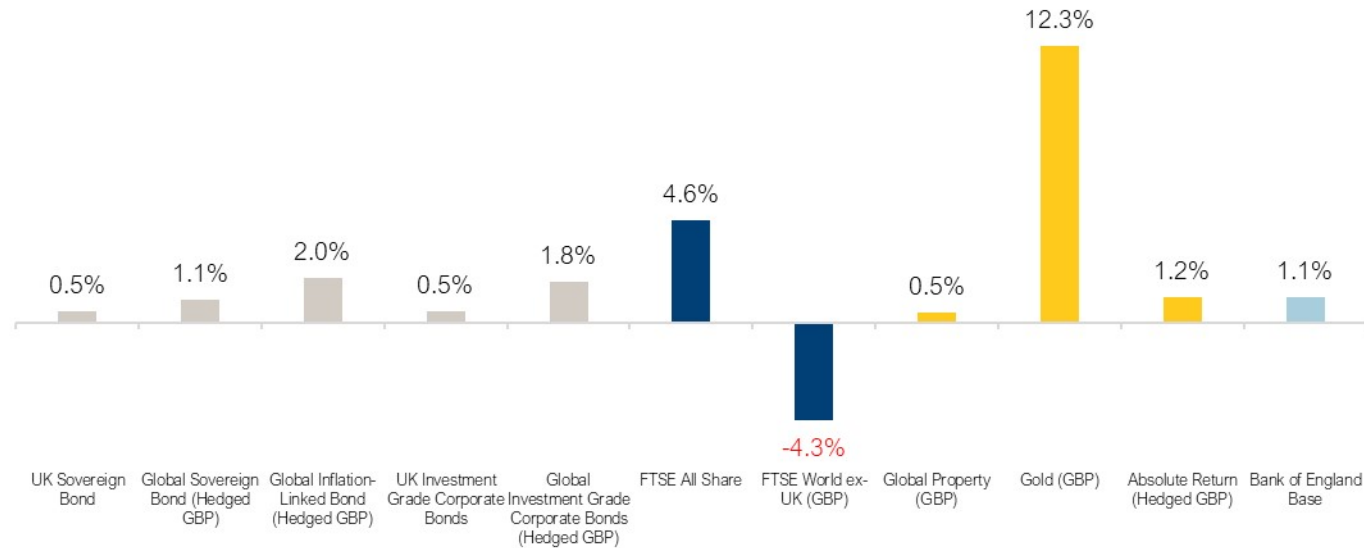
Following a strong 2024 for markets in general, 2025 began with disappointment for diversified portfolios.

In the US, equities gave up all of their post-election gains and found themselves down c. 10% from their peak on January 15th. A market that was once buoyed by interest rate cuts, strong economic fundamentals, and Trump optimism, has been driven downwards by policy uncertainty as Trump has pursued a path of global tariff implementation. US recession risk increased, and real-time measures of lower growth were recorded.

In Europe, Germany's €500bn infrastructure package (11.6% of 2024 GDP) breaks the long-held German doctrine of low borrowing, igniting debt markets (spiking the Bund yield to 2.7%, the highest level in three years) and boosting European equities and the Euro. Armaments companies in particular have led the charge.

In Asia, China has led markets with the announcement of the general budget deficit has been raised for its highest level in more than three decades, in what represents a ramp up in spending to counter the effects of rising US tariffs in aid of its ailing economy.

The chart below illustrates the quarterly performance of the underlying indices that make up our Risk Category benchmarks.

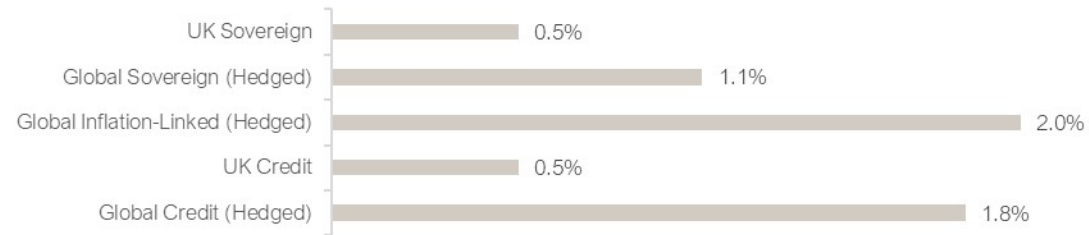


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Fixed Interest

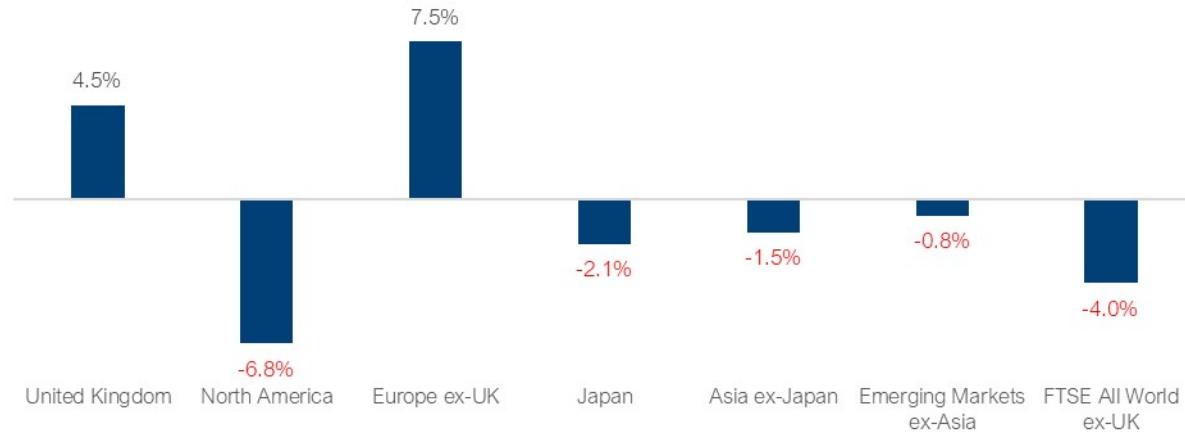
As policy uncertainty has dampened equity markets, investors have sought to allocate to the bond market, for relative safety. This has been most pronounced amongst global inflation-linked bonds, where the inflation environment has remained sticky, noting US annual CPI has remained around 3%.

As at the quarter-end, yields remained attractive relative to recent history, with the UK 10-year Gilt yielding 4.67% and the US 10-year Treasury yielding 4.25% at the quarter's end. The performance shown below is that of total return, in hedged-sterling terms.



Regional Equities

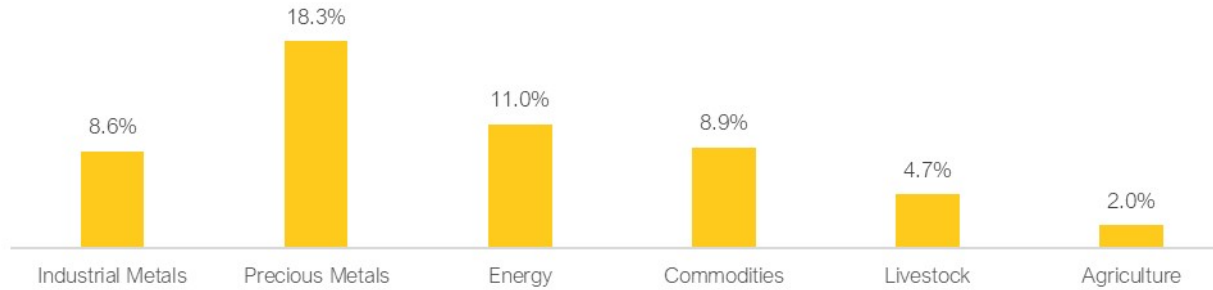
The performance shown below is that of total return, in sterling terms.



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Alternatives

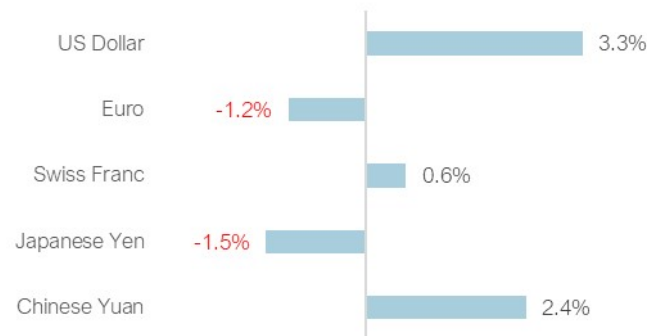
Broad alternative assets have experienced a positive quarter. Gold has continued to lead the positive performance, being a haven amongst an uncertain global environment. Gold demand from central banks remains high and China continues to reduce its US Treasury reserve holdings, replacing this with Gold. The performance shown below is that of total return, using the respective Bloomberg indices, in USD terms.



Foreign Exchange

The US Dollar has weakened this quarter in reaction to trade uncertainty. As the globe appears more fragmented, Chinese overseas transactions are increasingly being made in the Yuan, rather than the Dollar. However, de-dollarisation appears overstated, with the US Dollar remaining the dominant currency for transactions (the long-term trend is of an increase in the share of US dollar payments made through SWIFT).

The performance below illustrates the foreign currency performance, relative to Sterling, whereby positive performance indicates Sterling strength.



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Market Outlook

We firstly emphasise this is a very fast-moving environment.

To summarise the position in the year to date, the global economic consensus had shifted from one of US economic exceptionalism to worries of outright recession, or stagflation (high inflation, slow or no economic growth, and high unemployment). Sentiment has rarely been so negative outside of a recession due to tariff uncertainty, and the worry was that the poor “soft data” would become a reality. Consumer confidence has reported negatively, and purchasing manager data has trended downward.

The impact of the tariffs announced on ‘Liberation Day’ would be considerable. The average tariff on U.S. imports would rise by around 20%, with the potential for further tariffs on other sectors. This represented a fundamental ‘rewiring’ of the global trade system, with a big impact on growth and inflation. The levels proposed were so extreme that markets sold off aggressively in response.

Best estimates of the impact on growth from these tariff measures is that they could reduce US GDP by around 3% with prices likely to rise by 1 to 1.5% due to the measures (reflecting the increase in prices and taxes), significantly raising the probability of a US recession or stagflationary environment.

Our Chief Strategist, Guy Foster’s, 4 April briefing noted:

“Above all, the two key truths about Donald Trump remain as relevant now as ever:

- *He firmly believes in tariffs as a tool to empower U.S. industry*
- *He loves to negotiate...*

...Trump has already signalled his willingness to negotiate, and the unpopularity of prices increases should encourage him to come to the table, so it would not be surprising to see these tariff rates reducing over time in a succession of triumphant announcements.”

President Trump then stunned investors with a 90-day pause on key features of his ‘Liberation Day’ tariff policy for countries that were willing to negotiate with the US, described by the President as “the biggest day in financial history” [bellwether US equity index, the S&P 500, was up 9.5% on the day].

Whilst he also raised the tariff charged to China, interpreted as a means of saving face, his actions are being taken as a sign of capitulation towards the movements seen in the bond markets. The sell-off in US Treasuries, which drive US borrowing costs, appeared to be the ‘final straw’, over and above the sizeable moves in equity markets.

This being said, pausing tariffs does not mean the US economy has avoided a slowdown in growth and rise in inflation, and uncertainty over trade will persist. Trump’s climbdown ushers in a period of trade negotiations with top trading partners.

There will no doubt be further dramatic announcements, positive and negative, that will need to be monitored closely and will be crucial to the direction of markets in the year ahead.

Our positioning

The current market environment is extremely volatile, with some of the highest short-term moves seen in stock market history.

At the time of writing, having held our nerve during the sell-off by not selling assets, neither are we currently minded to chase equity markets further by adding off the back of one of the biggest one-day moves in history, and our overweight to equities is modest. We have diversified our overweight position to government bonds, held at the expense of corporate bond and ‘absolute return’ underweights, into cash.

Whilst we have monitored movements very closely, this has rather come ‘full circle’, to leave our positioning largely as noted previously.

The dashboard below reflects our outlook, which may be slightly different from the valuations where trading has taken place outwith the quarter.

Asset Class	Very Underweight	Underweight	Neutral	Overweight	Very Overweight
Bonds				■	
Government Bonds				●	
Corporate Bonds		●			
Equities				■	
UK			●		
Overseas:				●	
North America				●	
Europe ex UK			●		
Japan			●		
Asia ex Japan			●		
Emerging Markets			●		
Alternatives		■			
Property			●		
Other Alternatives		●			
Cash				■	

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Income Report

The income yield is to be targeted at 3% of the portfolio value at the end of the previous financial year.

	Income Received/Forecast	Income Target
Year to 31/03/25	£112,198	£105,648
Year to 31/03/26 ^e	£106,859	£105,638

Activity Summary

In early March, we trimmed regional equity exposure in Europe and the UK through Premier Miton UK Multi Cap Income, with the proceeds added to infrastructure, across HICL, International Public Partnerships and The Renewables Infrastructure Group.

We switched the iShares FTSE 100 ETF into the Evenlode Income fund which we felt would provide more a defensive growth profile and income stream.

We disposed of the Jupiter Global Strategic Bond Fund to reduce credit risk in the portfolio, adding the proceeds to Robeco Global Credits, which targets a higher credit rating with its underlying holdings.

In mid-March, President Trump's agenda on tariff implementation became more of a risk to the portfolio, and in contrast, Europe's expected fiscal outlay by the German government and EU funding in respect to infrastructure and defence marked what we felt to be a meaningful change in the position across the region. We therefore raised funds from US equities to re-allocate to Europe, trimming the Vanguard S&P 500 ETF and adding to the Blackrock Continental European Income fund.

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The Objectives of the Trustees

The objectives are to achieve a balanced return between income and capital, adopting a medium risk approach and complying with the Trustee Investment Acts.

Investment criteria

In managing the investments and making or varying the investments, the managers are expected to work within the following criteria:

General

Expected return: The Trustees recognise that the average long run (15 year) anticipated total return from a Brewin Dolphin Risk Category 6 portfolio is 7.5% per annum.

Operational Risk: The Charity is a going concern without input from the investment funds. The operational risk of the funds is linked to the amount of income payable to the beneficiaries. Consequently, inflation is the principal operational risk.

Time scale: The Trustees consider the funds to be long-term investment funds.

Financial Risk: The Trustees recognise that financial assets are volatile and that their value can go down as well as up. The Brewin Risk Measure for a Brewin Dolphin Risk Category 6 portfolio falls between 9% and 15%.

Diversification: The Trustees recognise the need for diversification of the investments to remove stock specific risk.

Specific

Ethical Policy: As Corporate Trustee, Powys Teaching Health Board, in line with the ethos of promoting Patient care, will attempt to consider that all investments are ethically and environmentally sound and are not opposed to the purpose of the Charity. See Statement of Investment Policy for further details.

Income: Income yield is to be targeted at c. 3% per annum.

Cashflows: The Trustees do not anticipate any cashflow requirements in the near future.

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Acceptable Investments

The Trustees understand the nature of the financial markets and are comfortable with investments in the following asset classes:

- Bonds (Government, corporate, domestic and overseas)
- Equities (Domestic and overseas, including the Emerging Markets)
- Cash
- Property equities or funds (no direct property investment)
- Collective Investment Schemes
 - Unit Trusts
 - OEICs
 - Investment Trusts
 - Commodity Funds
- Alternative Investments
 - Hedge Funds
 - Absolute Return Funds
 - Structured Products
 - Private Equity Funds
 - Infrastructure Funds

Others – The above assets should be considered as the principal elements of the portfolios. The Trustees welcome advice in other areas and encourage the Investment Managers to bring forward ideas with regard to other asset classes when appropriate.

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Benchmark

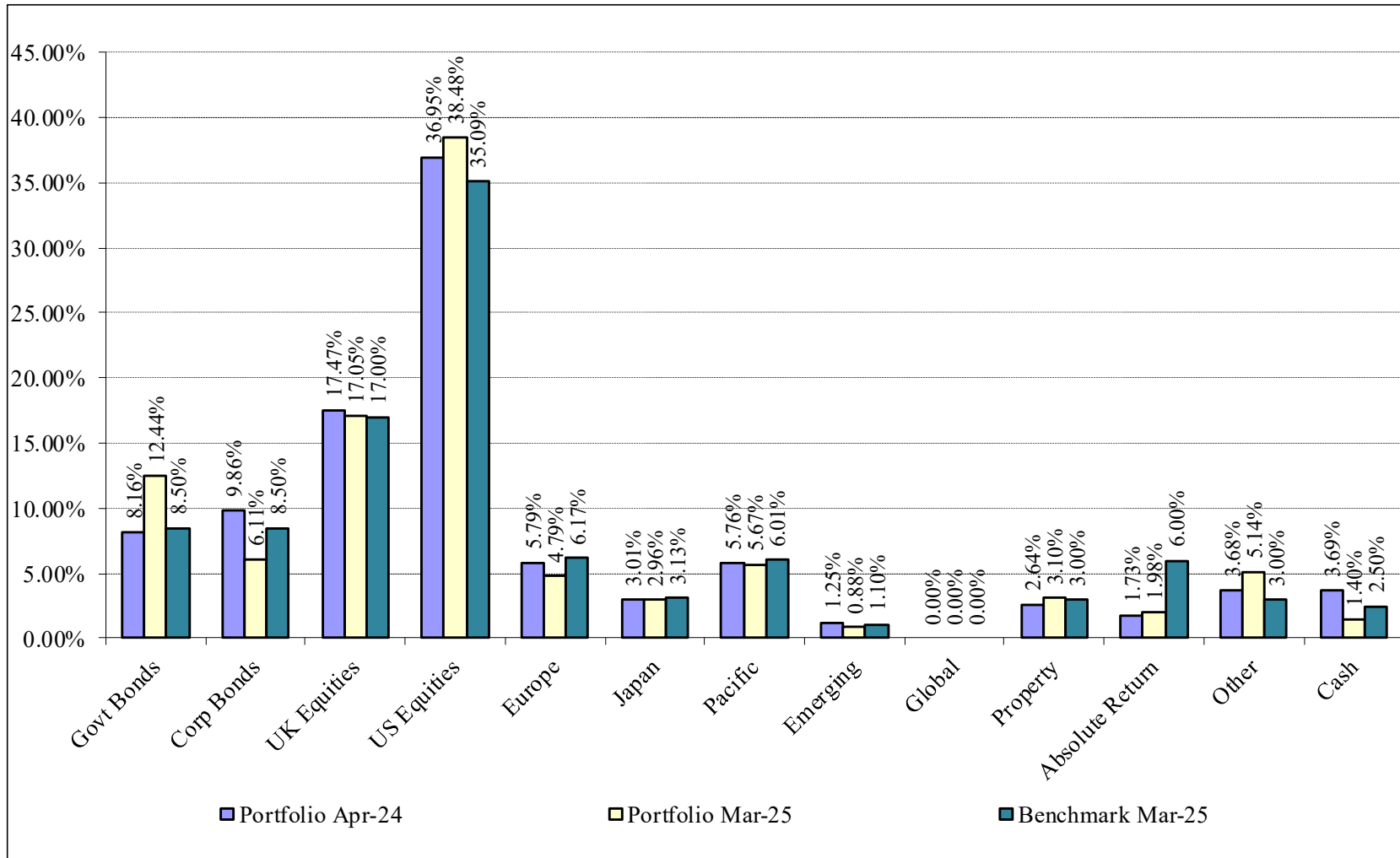
The Fund's benchmark is as follows:

	Benchmark Composition	Portfolio
Bonds	17.00%	19.03%
UK Equities	17.00%	17.12%
Overseas Equities	51.50%	51.44%
Property	3.00%	3.05%
Absolute Return	6.00%	2.04%
Other	3.00%	5.42%
Cash	2.50%	1.90%

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Fund Statistics

Asset Allocation Analysis



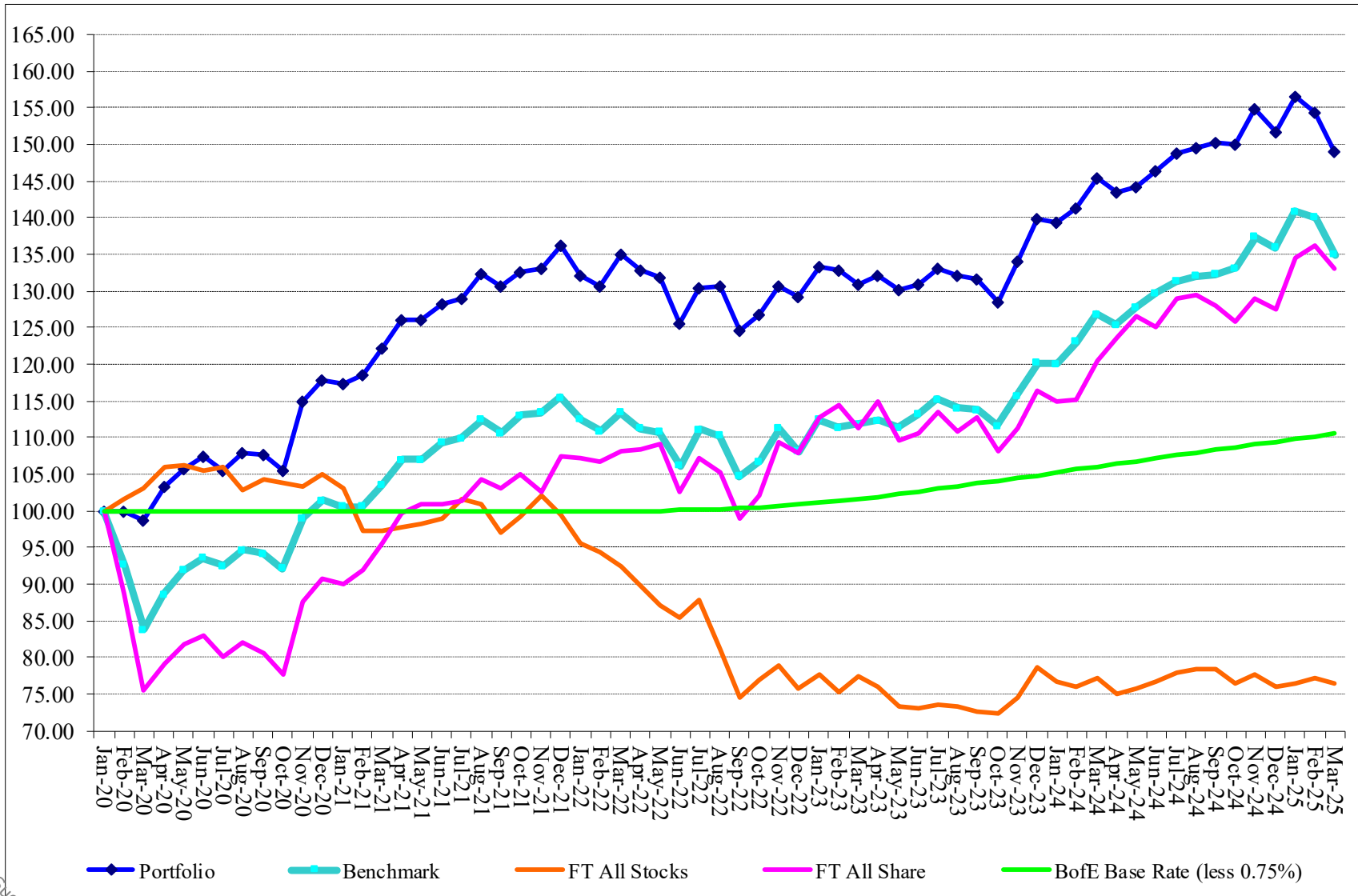
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Asset Allocation Analysis to 31 March 2025

	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
Govt Bonds	8.16%	8.15%	8.23%	8.91%	8.95%	8.98%	8.90%	8.78%	10.08%	12.35%	12.12%	12.44%
Corp Bonds	9.86%	9.88%	9.82%	9.78%	9.88%	9.93%	9.93%	9.83%	8.11%	6.07%	5.99%	6.11%
O'seas Debt	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
UK Equities	17.47%	18.09%	18.07%	18.37%	18.90%	18.88%	18.51%	17.96%	17.33%	16.90%	17.22%	17.05%
US Equities	36.95%	36.82%	36.40%	35.46%	35.29%	35.00%	35.08%	36.81%	38.55%	38.98%	39.95%	38.48%
Europe	5.79%	5.91%	6.08%	6.12%	6.08%	6.14%	6.06%	6.02%	5.14%	4.27%	4.50%	4.79%
Japan	3.01%	2.98%	2.93%	2.94%	3.09%	3.02%	2.95%	2.88%	2.89%	2.97%	2.99%	2.96%
Pacific	5.76%	5.76%	5.68%	5.84%	5.74%	5.80%	5.90%	5.83%	5.68%	5.80%	5.75%	5.67%
Emerging	1.25%	1.29%	1.22%	1.10%	1.07%	1.05%	1.07%	1.07%	0.95%	0.89%	0.87%	0.88%
Global	0.00%	0.00%	0.15%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Property	2.64%	2.62%	2.72%	2.99%	3.09%	3.14%	3.19%	3.17%	3.17%	3.03%	3.04%	3.10%
Absolute Return	1.73%	1.74%	1.77%	1.98%	1.98%	2.00%	2.01%	2.00%	1.95%	1.97%	1.93%	1.98%
Other	3.68%	3.74%	3.78%	3.97%	4.13%	4.06%	4.13%	3.96%	4.17%	4.94%	4.50%	5.14%
Cash	3.69%	3.03%	3.14%	2.53%	1.80%	2.01%	2.27%	1.70%	1.97%	1.82%	1.16%	1.40%
Total	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

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Fund Performance



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Performance Analysis - Summary to 31 March 2025

	Monthly	Quarterly	Six Monthly	Annual	3 Yearly	Inception 20/02/2020
Portfolio	-3.44%	-1.66%	-0.73%	2.52%	10.36%	49.08%
<i>Benchmark</i>	-3.65%	-0.75%	1.99%	6.41%	18.94%	34.90%
Govt Bonds	0.25%	2.08%	-1.23%	1.17%	-9.91%	-5.67%
<i>FT All Stocks</i>	-1.01%	0.55%	-2.57%	-1.19%	-17.30%	-23.64%
Corp Bonds	-0.70%	1.84%	0.37%	4.79%	2.06%	3.51%
<i>iBoxx UK Sterling Corp All Mats</i>	-1.18%	1.17%	1.01%	3.17%	-0.85%	-5.33%
UK	-1.96%	2.75%	-1.58%	2.88%	13.49%	102.20%
<i>FT All Share</i>	-2.25%	4.51%	4.14%	10.46%	23.27%	33.16%
US	-7.10%	-5.96%	1.71%	4.19%	20.31%	75.76%
<i>FT North America</i>	-7.92%	-6.94%	2.25%	6.26%	31.31%	77.58%
Europe	-2.29%	7.46%	5.19%	6.29%	24.07%	56.54%
<i>FT Euro ex UK</i>	-2.59%	7.64%	3.47%	3.80%	28.40%	47.04%
Japan	-1.56%	0.35%	1.11%	1.50%	18.19%	44.86%
<i>FT Japan</i>	-1.78%	-2.05%	0.65%	-2.82%	20.53%	35.64%
Pacific	-1.85%	-2.47%	-3.07%	2.75%	7.62%	37.15%
<i>FT Pac ex Japan</i>	-7.24%	-6.97%	-7.91%	-2.77%	1.48%	29.47%
Emerging	-1.45%	-2.23%	-3.00%	0.02%	5.98%	26.85%
<i>FT Emerging</i>	-1.45%	-0.81%	-0.62%	10.42%	12.44%	22.75%
Property	-4.49%	-1.32%	-5.68%	-0.24%	-13.77%	9.17%
<i>Morningstar Global REITS</i>	-4.03%	0.50%	-3.38%	4.74%	-9.38%	12.32%
Absolute Return	-0.42%	1.42%	1.20%	4.99%	10.34%	12.32%
<i>HFRX Absolute Return</i>	0.15%	1.22%	2.03%	4.08%	8.97%	9.75%
Other	0.97%	-7.34%	-16.17%	-8.99%	-28.64%	-10.37%
Cash	0.34%	0.82%	1.51%	3.58%	6.52%	6.52%
<i>BofE Base Rate (less 0.75%)</i>	0.31%	0.94%	1.96%	4.19%	10.46%	10.46%

From Q3 2022, we have changed the benchmark indices for the Property and Absolute Return sectors to Morningstar Global REITS and HFRX Absolute Return respectively, to reflect the underlying indices used in our performance benchmarks effective 1st January 2021. For periods extending beyond this date, the performance is based on a composite benchmark where the IA UK Direct Property and IMA Targeted Absolute Return indices are used pre-1st January 2021.

Valuation Report



Brewin
Dolphin

POWYS TEACHING LOCAL HEALTH BOARD CHARITABLE FUND

For the period from 31/12/2024 to 31/03/2025
Generated on 13/04/2025

PORTFOLIO INFORMATION

Portfolio Number	POWYS0004
Service Category	Discretionary
Risk Profile	Risk Level 6
Investment Strategy	Income
PRC6 Code	651651

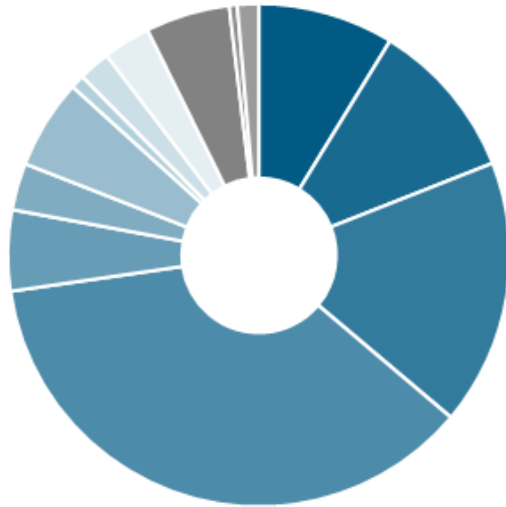
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Asset Allocation

Asset Allocation



Asset Allocation	Market Value at 31/03/2025	% of Holdings
UK Bonds	307,804.35	8.74
Overseas Bonds	362,414.99	10.29
UK Equities	602,716.50	17.12
North American Equities	1,287,631.32	36.57
European Equities	183,011.04	5.20
Japanese Equities	106,338.85	3.02
Developed Asia ex Japan Equities	202,738.48	5.76
Emerging Market Equities	31,471.99	0.89
Absolute Return	71,785.96	2.04
Property	107,497.25	3.05
Other Investments	190,972.86	5.42
Cash Product	18,165.00	0.52
Cash	48,725.50	1.38
TOTAL	3,521,274.09	100.00

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11/06/2025 16:15:15



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Valuation report for POWYS TEACHING LOCAL HEALTH BOARD CHARITABLE FUND
For the period from 31/12/2024 to 31/03/2025
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.

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										
73,480 GBP	UNITED KINGDOM(GOVERNMENT OF) 4.5% GILT BDS 07/09/2034 GBP1000	POWYS0004	99.29 %	215.65	74,720.56	73,173.94	3,306.60	4.53	2.08	
Corporate Bond Funds										
35,375	MAN FIXED INTEREST ICVC MAN STERLING CORP BD INSTL G DIS	POWYS0004	1.032 GBP		36,061.72	36,507.00	2,415.25	6.62	1.04	
Open Ended Collectives										
111,028.465	BNY MELLON INVESTMENT FUNDS BNY MELLON GILT F GBP DIS	POWYS0004	0.9986 GBP		112,584.97	110,873.03	4,978.20	4.49	3.15	
86,730	ROYAL LONDON BOND FUNDS II ICVC ROYAL LONDON ETHICAL BOND Z GBP DIS	POWYS0004	1.006 GBP		83,365.05	87,250.38	4,099.99	4.70	2.48	
Sub Total UK Bonds				215.65	306,732.30	307,804.35	14,800.04	4.81	8.74	
Overseas Bonds										
Government Bonds										
1,785	VANGUARD INVESTMENT SERIES PLC VANGUARD U S GOVT BOND IDX GBP HGD DIS	POWYS0004	87.3009 GBP		154,095.06	155,832.11	5,450.76	3.50	4.43	
Index Linked Bonds										
22,625	ISHARES II PLC USD TIPS UCITS ETF GBP DIS HEDGED	POWYS0004	4.895 GBP		108,487.55	110,749.38	4,893.79	4.42	3.15	
Corporate Bond Funds										
1,050	ROBECO CAPITAL GROWTH FUNDS SICAV ROBECO GLOBAL CREDITS IBH GBP DIS	POWYS0004	91.27 GBP		97,692.00	95,833.50	5,365.50	5.60	2.72	
Sub Total Overseas Bonds					360,274.61	362,414.99	15,710.05	4.33	10.29	



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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 Equities									
Oil, Gas and Coal									
6,810	BP ORD USD0.25	POWYS0004	4.361 GBP		22,835.97	29,698.41	1,648.31	5.55	0.84
1,485	SHELL PLC ORD EUR0.07	POWYS0004	28.25 GBP		15,625.70	41,951.25	1,598.94	3.81	1.19
Chemicals									
945	CRODA INTERNATIONAL ORD GBP0.10609756	POWYS0004	29.23 GBP		40,300.45	27,622.35	1,039.50	3.76	0.78
Industrial Materials									
1,755	IMI ORD GBP0.28571428	POWYS0004	18.87 GBP		31,923.22	33,116.85	545.81	1.65	0.94
Industrial Metals and Mining									
540	RIO TINTO ORD GBP0.10	POWYS0004	45.865 GBP		16,320.76	24,767.10	1,681.55	6.79	0.70
Industrial Support Services									
635	ASSTEAD GROUP ORD GBP0.10	POWYS0004	41.46 GBP		21,466.25	26,327.10	614.55	2.33	0.75
Pharmaceuticals & Biotechnology									
294	ASTRAZENECA PLC ORD USD0.25	POWYS0004	112.54 GBP		21,393.44	33,086.76	722.06	2.18	0.94
10,320	HALEON PLC ORD GBP0.01	POWYS0004	3.913 GBP		31,271.64	40,382.16	681.12	1.69	1.15
Gas, Water & Multiutilities									
3,842	NATIONAL GRID ORD GBP0.12431289	POWYS0004	10.095 GBP		32,767.64	38,784.99	2,111.56	5.44	1.10



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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 %
Non-Life Insurance									
1,245	ADMIRAL GROUP ORD GBP0.001	POWYS0004	28.5 GBP		26,869.54	35,482.50	1,776.62	5.01	1.01
Life Insurance									
14,765	LEGAL & GENERAL GROUP ORD GBP0.025	POWYS0004	2.428 GBP		28,792.46	35,849.42	3,153.80	8.80	1.02
Investment Banking and Brokerage Services									
13,890	M&G PLC ORD GBP0.05	POWYS0004	1.985 GBP		20,384.32	27,571.65	2,791.89	10.13	0.78
Software & Computer Services									
960	RELX PLC ORD GBP0.1444	POWYS0004	38.73 GBP		22,221.03	37,180.80	604.80	1.63	1.06
Open Ended Collectives									
35,105	IFSL EVENLODE INVESTMENT FUNDS ICVC IFSL EVENLODE INCOME FUND D DIS	POWYS0004	2.5629 GBP		94,218.31	89,970.60	2,732.68	3.04	2.56
39,100	LINK FUND SOLUTIONS LTD GRESHAM HS UK MUL CAP F INC	POWYS0004	1.2487 GBP		53,959.39	48,824.17	2,061.23	4.22	1.39
18,270	PREMIER MITON INVESTMENT FUNDS 3 PREMIER MITON UK MULTI CAP INCOME B DIS	POWYS0004	1.757 GBP		28,959.41	32,100.39	1,706.24	5.32	0.91
Sub Total UK Equities					509,309.53	602,716.50	25,470.66	4.23	17.12
North American Equities									
Open Ended and Miscellaneous Investment Vehicles									
5,725	ISHARES CORE S&P 500 UCITS ETF USD (DIST)	POWYS0004	42.795 GBP		201,614.42	245,001.38	2,700.74	1.10	6.96
2,634	VANGUARD FUNDS PLC S&P 500 UCITS ETF USD DIS	POWYS0004	81.4075 GBP		143,221.19	214,427.36	2,351.11	1.10	6.09



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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										
5,020	BAILLIE GIFFORD OSEAS GTH FDS ICVC BAILLIE GIFFORD AMERICAN FUND W1 DIS	POWYS0004	13.86 GBP		85,675.92	69,577.20	0.00	0.00	1.98	
143,410	BNY MELLON INVESTMENT FUNDS BNY MELLON US EQUITY INCOME FUND F DIS	POWYS0004	1.7931 GBP		229,066.56	257,148.47	5,572.87	2.17	7.30	
30,800	FIDELITY UCITS ICAV US QUALITY INCOME UCITS ETF INC USD	POWYS0004	7.96 GBP		178,911.46	245,168.00	4,759.06	1.94	6.96	
154,310	JPMORGAN FUND ICVC JPM US EQUITY INCOME C2 GBP NET DIS	POWYS0004	1.661 GBP		169,158.42	256,308.91	5,640.90	2.20	7.28	
Sub Total North American Equities					1,007,647.97	1,287,631.32	21,024.68	1.63	36.57	
European Equities										
Open Ended Collectives										
92,310	BLACKROCK FUND MANAGERS LTD BLACKROCK CONTINENTAL EUROPEAN INC D DIS	POWYS0004	1.98257 GBP		153,973.09	183,011.04	6,574.10	3.59	5.20	
Sub Total European Equities					153,973.09	183,011.04	6,574.10	3.59	5.20	
Japanese Equities										
Open Ended Collectives										
89,745	JUPITER UNIT TRUST MANAGERS LTD JUPITER JAPAN INCOME U2 GBP DIS	POWYS0004	1.1849 GBP		84,438.83	106,338.85	2,388.74	2.25	3.02	
Sub Total Japanese Equities					84,438.83	106,338.85	2,388.74	2.25	3.02	
Developed Asia ex Japan Equities										
Open Ended Collectives										
174,865	BNY MELLON INVESTMENT FUNDS BNY MELLON ASIAN INCOME FUND U DIS	POWYS0004	1.1594 GBP		177,754.68	202,738.48	7,703.47	3.80	5.76	



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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 %
Sub Total Developed Asia ex Japan					177,754.68	202,738.48	7,703.47	3.80	5.76
Emerging Market Equities									
Open Ended Collectives									
31,745	JPMORGAN FUNDS LTD JPM EMERGING MARKETS INCOME C2 GBP DIS	POWYS0004	0.9914 GBP		27,729.87	31,471.99	1,004.52	3.19	0.89
Sub Total Emerging Market Equities					27,729.87	31,471.99	1,004.52	3.19	0.89
Absolute Return									
Corporate Bond Funds									
40,755	BNY MELLON INVESTMENT FUNDS BNY MLN GBL DYNAM BD NEWTON INSTL 3 DIS	POWYS0004	0.8824 GBP		39,803.83	35,962.21	1,811.47	5.04	1.02
375	MUZINICH & CO IRELAND LIMITED MUZINICH GBL TACTICAL CRED G GBP H DIS	POWYS0004	95.53 GBP		36,658.91	35,823.75	1,406.89	3.93	1.02
Sub Total Absolute Return					76,462.74	71,785.96	3,218.36	4.48	2.04
Property									
Commercial Property									
5,035	NUVEEN GLOBAL INVESTORS FUND PLC NUVEEN GBL R/E CARBON RDCTN E GBP DIS	POWYS0004	21.35 GBP		110,511.70	107,497.25	3,891.05	3.62	3.05
Sub Total Property					110,511.70	107,497.25	3,891.05	3.62	3.05
Other Investments									
Infrastructure Inv Trust									
58,820	HICL INFRASTRUCTURE PLC ORD GBP0.0001	POWYS0004	1.126 GBP		82,678.91	66,231.32	4,852.65	7.33	1.88



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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 %
56,860	INTERNATIONAL PUBLIC PARTNERSHIP ORD GBP0.0001	POWYS0004	1.12 GBP		79,834.58	63,683.20	4,759.18	7.47	1.81
80,765	THE RENEWABLES INFRASTRUCTURE GRP ORD NPV	POWYS0004	0.756 GBP		82,208.11	61,058.34	6,033.15	9.88	1.73
Sub Total Other Investments					244,721.60	190,972.86	15,644.98	8.19	5.42
Cash Product									
Cash Product									
18,165	INSTITUTIONAL CASH SERIES PLC BR ICS STERLING LQDTY PREM T1 GBP DIS	POWYS0004	1 GBP		18,165.00	18,165.00	821.06	4.52	0.52
Sub Total Cash Product					18,165.00	18,165.00	821.06	4.52	0.52
Cash									
Cash									
15,872.77 GBP	Capital	POWYS0004		0.00	15,872.77	15,872.77			0.45
26,149.6 GBP	Income	POWYS0004		0.00	26,149.60	26,149.60			0.74
0 GBP	Dealing	POWYS0004		0.00	0.00	0.00			0.00
6,048.93 GBP	Dividends Pending	POWYS0004		0.00	6,048.93	6,048.93			0.17
0 EUR	Dividends Pending	POWYS0004		0.00	0.00	0.00			0.00
0 SEK	Dividends Pending	POWYS0004		0.00	0.00	0.00			0.00
844.54 USD	Dividends Pending	POWYS0004		0.00	651.76	654.20			0.02
Sub Total Cash					0.00	48,723.06	48,725.50		1.38



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TOTAL IN GBP	215.65	3,126,444.98	3,521,274.09	118,251.71	3.36	100.00
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Transaction Details (from 01/01/2025 to 31/03/2025)

POWYS0004

Date	Transaction	Type of Order	Venue Identification	Quantity	Security Name	Price	Exchange Rate used	Commission Cost	Contract Charge	Net Amount
POWYS0004										
20/01/2025 00:00	Security Exchange Old Sec			111,220.07	BNY MELLON FUND MANAGERS LIMITED GILT INSTITUTIONAL W GBP DIS		N/A	0.00	0.00	112,584.97
20/01/2025 00:00	Security Exchange New Sec			111,028.47	BNY MELLON INVESTMENT FUNDS BNY MELLON GILT F GBP DIS		N/A	0.00	0.00	-112,584.97
28/02/2025 00:00	Interest Book Cost Adjustment			0.00	MAN FIXED INTEREST ICVC MAN STERLING CORP BD INSTL G DIS		N/A	0.00	0.00	91.53
03/03/2025 00:00	Sell	Market Order	2. OFF-EXCHANGE TRANSACTIONS - LISTED INSTRUMENTS	6,440.00	BLACKROCK FUND MANAGERS LTD BLACKROCK CONTINENTAL EUROPEAN INC D DIS	2.04 GBP	N/A	0.00	0.00	13,142.98
03/03/2025 00:00	Buy	Market Order	2. OFF-EXCHANGE TRANSACTIONS - LISTED INSTRUMENTS	35,105.00	IFSL EVENLODE INVESTMENT FUNDS ICVC IFSL EVENLODE INCOME FUND D DIS	2.68 GBP	N/A	0.00	0.00	-94,218.31
03/03/2025 00:00	Sell	Market Order	2. OFF-EXCHANGE TRANSACTIONS - LISTED INSTRUMENTS	120,435.00	JUPITER UNIT TRUST MANAGERS LTD JUPITER GLOBAL STRAT BOND X GBP DIS	0.81 GBP	N/A	0.00	0.00	96,950.18
03/03/2025 00:00	Sell	Market Order	2. OFF-EXCHANGE TRANSACTIONS - LISTED INSTRUMENTS	8,115.00	PREMIER MITON INVESTMENT FUNDS 3 PREMIER MITON UK MULTI CAP INCOME B DIS	1.76 GBP	N/A	0.00	0.00	14,314.86



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Transaction Details (from 01/01/2025 to 31/03/2025)

POWYS0004

Date	Transaction	Type of Order	Venue Identification	Quantity	Security Name	Price	Exchange Rate used	Commission Cost	Contract Charge	Net Amount
03/03/2025 00:00	Buy	Market Order	2. OFF-EXCHANGE TRANSACTIONS - LISTED INSTRUMENTS	1,050.00	ROBECO CAPITAL GROWTH FUNDS SICAV ROBECO GLOBAL CREDITS IBH GBP DIS	93.04 GBP	N/A	0.00	0.00	-97,692.00
03/03/2025 11:18	Sell	Market Order	AQSE TRADING (EQUITY)	11,245.00	ISHARES CORE FTSE100 UCITS ETF GBP DIS	8.65 GBP	N/A	0.00	0.00	97,215.29
03/03/2025 11:59	Buy	Market Order	1. LONDON STOCK EXCHANGE	8,190.00	HICL INFRASTRUCTURE PLC ORD GBP0.0001	1.12 GBP	N/A	0.00	0.00	-9,161.33
03/03/2025 12:00	Buy	Market Order	1. LONDON STOCK EXCHANGE	8,045.00	INTERNATIONAL PUBLIC PARTNERSHIP ORD GBP0.0001	1.13 GBP	N/A	0.00	0.00	-9,065.83
03/03/2025 12:03	Buy	Market Order	1. LONDON STOCK EXCHANGE	12,255.00	THE RENEWABLES INFRASTRUCTURE GRP ORD NPV	0.75 GBP	N/A	0.00	0.00	-9,179.00
14/03/2025 00:00	Buy	Market Order	2. OFF-EXCHANGE TRANSACTIONS - LISTED INSTRUMENTS	15,225.00	BLACKROCK FUND MANAGERS LTD BLACKROCK CONTINENTAL EUROPEAN INC D DIS	2.04 GBP	N/A	0.00	0.00	-31,013.63
14/03/2025 10:28	Sell	Market Order	AQSE TRADING (EQUITY)	376.00	VANGUARD FUNDS PLC S&P 500 UCITS ETF USD DIS	81.66 GBP	N/A	0.00	0.00	30,704.16

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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.



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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 – The total of all cash income credited 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.

Type of Order – this indicates if a limit was placed on the price payable for the asset or if we accepted the best price available in the market in line with our Best Execution Policy.

Venue Identification – shows the place where the trade took place. Whether this was on a regulated market – for example, a stock exchange – or not. Fund orders are generally dealt off-exchange as we deal directly with the Fund Provider.

Exchange Rate used – shows the rate to two decimal places used when the currency of the asset traded differed from the currency in which the transaction was settled.

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

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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.

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.



Valuation report for POWYS TEACHING LOCAL HEALTH BOARD CHARITABLE FUND
For the period from 31/12/2024 to 31/03/2025
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.

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.

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'.

Wilcox-Sue
11/06/2025 16:15:15

Powys THB Finance Department

Charitable Funds Financial Summary

Charitable Funds Committee

Period End March 2025 (Month 12)
FY 2024/25

Date Meeting: 16th June 2025

*Wilcox-Sue
11/06/2025 16:15:15*





Subject:	CHARITABLE FUNDS FINANCIAL SUMMARY AT END MARCH 2025
Approved & Presented by:	Pete Hopgood, Executive Director of Finance, Estates and Support Services
Prepared by:	Sarah Pritchard, Assistant Director of Finance
Other Committees and meetings considered at:	N/A

PURPOSE:
This paper provides the Committee with an update Expenditure Profile of the Charitable Funds for the period from 1st April 2024 to 31 st March 2025
RECOMMENDATION:
<p>It is recommended that the Committee:</p> <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 2024 to 31st March 2025. • NOTE any actions or recommendations linked to the financial position 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 01/04/24
Reported Closing Balance Period Ending 31 March 2025	4,272	
Movement in Closing Balance Compared Period Ending 31st March 2024 - Negative = reduction balance / Positive = increase in balance	-133	



Income & Expenditure Movements	
Area	Value £'000
Total Expenditure: Period April 2024 to March 2025	378
Total Income: Period April 2024 to March 2025	245
Increase or (Decrease) In Fund Balance	-133

Summary

- The total expenditure paid in the period exceeded total income received for the same period by £0.133M.
- A breakdown of this between General Funds and Legacy funds can be found on the next page.
- All funds are unrestricted (designated) funds with the exception of one endowment fund.

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Balance General Funds		
Financial KPIs :	Value £'000	Trend Compared 01/04/24
Reported Closing Balance Period Ending 31 March 2025	2,629	
Movement in Closing Balance Compared Period Ending 31st March 2024 - Negative = reduction balance / Positive = increase in balance	-105	

Balance Legacy Funds		
Financial KPIs :	Value £'000	Trend
Reported Closing Balance Period Ending 31 March 2025	1,593	
Movement in Closing Balance Compared Period Ending 31st March 2024 - Negative = reduction balance / Positive = increase in balance	-28	

Income & Expenditure Movements: General Funds	
Area	Value £'000
Total Expenditure: Period April 2024 to March 2025	350
Total Income: Period April 2024 to March 2025	245
Increase or (Decrease) In Fund Balance	-105

Income & Expenditure Movements: Legacy Funds	
Area	Value £'000
Total Expenditure: Period April 2024 to March 2025	28
Total Income: Period April 2024 to March 2025	0
Increase or (Decrease) In Fund Balance	-28

Income and Expenditure Profile for 2024-25	Fund Balance 1st April 2024 £	Income Received 1st April 2024 to 31 March 2025 £	Payments Made 1st April 2024 to 31 March 2025 £	Balance 31 March 2025 £	Balance 1st April 2024 Spent %	Fund Increase (+ve)/ Decrease (-ve) since 1st April 2024 %
Funds over 100K						
Welshpool General Purposes	£537,980	£42,158	£0	£580,138	0.00%	7.84%
Mental Health General Purposes	£353,626	£0	£0	£353,626	0.00%	0.00%
Funds between 50 - 100k						
Ystradgynlais Geriatric Ward	£62,661	£100	£0	£62,761	0.00%	0.16%
Knighton General Purposes	£70,151	£344	£2,439	£68,056	3.48%	-2.99%
Llandrindod General Purposes	£50,154	£346	£5,018	£45,481	10.01%	-9.32%
Machynlleth General Purposes	£76,174	£4,150	£149	£80,176	0.20%	5.25%
North Powys District Nursing	£74,827	£5,306	£623	£79,510	0.83%	6.26%
Funds between 25-50k						
Brecon General Purposes	£31,780	£200	£11,125	£20,855	35.01%	-34.38%
Ystradgynlais General Purposes	£39,819	£3,813	£2,145	£41,487	5.39%	4.19%
Funds Under 25K						
Brecon	£37,211	£2,036	£8,848	£30,398	23.78%	-18.31%
Bronllys	£26,318	£6,102	£762	£31,657	2.89%	20.29%
Builth	£5,708	£0	£0	£5,708	0.00%	0.00%
Knighton	£4,487	£392	£53	£4,826	1.19%	7.55%
Llandrindod	£27,125	£4,097	£4,190	£27,032	15.45%	-0.34%
Llanidloes	£3,759	£1,576	£1,813	£3,522	48.23%	-6.29%
Newtown	£19,848	£28,766	£19,472	£29,142	98.10%	46.82%
Welshpool	£51,248	£1,865	£133	£52,979	0.26%	3.38%
Ystradgynlais	£11,602	£0	£575	£11,027	4.96%	-4.96%
Women & Children's	£3,242	£220	£1,343	£2,119	41.43%	-34.64%
Mental Health	£10,975	£0	£650	£10,325	5.92%	-5.92%
POWYS WIDE						
Powys General Purposes	£1,140,624	£140,125	£281,457	£999,292	24.68%	-12.39%
Covid General Purposes	£54,275	£0	£0	£54,275	0.00%	0.00%
Nursing Research	£1,397	£0	£0	£1,397	0.00%	0.00%
Palliative Care Fund	£52,448	£3,393	£7,701	£48,141	14.68%	-8.21%
District Speech Therapy	£126	£0	£0	£126	0.00%	0.00%
Diabetes Services	£5,866	£105	£1,171	£4,800	19.96%	-18.17%
NHS Charities Together Development Grant Fund	£30,000	£0	£0	£30,000	0.00%	0.00%
Total	£2,783,428	£245,093	£349,667	£2,678,855	12.56%	-3.76%

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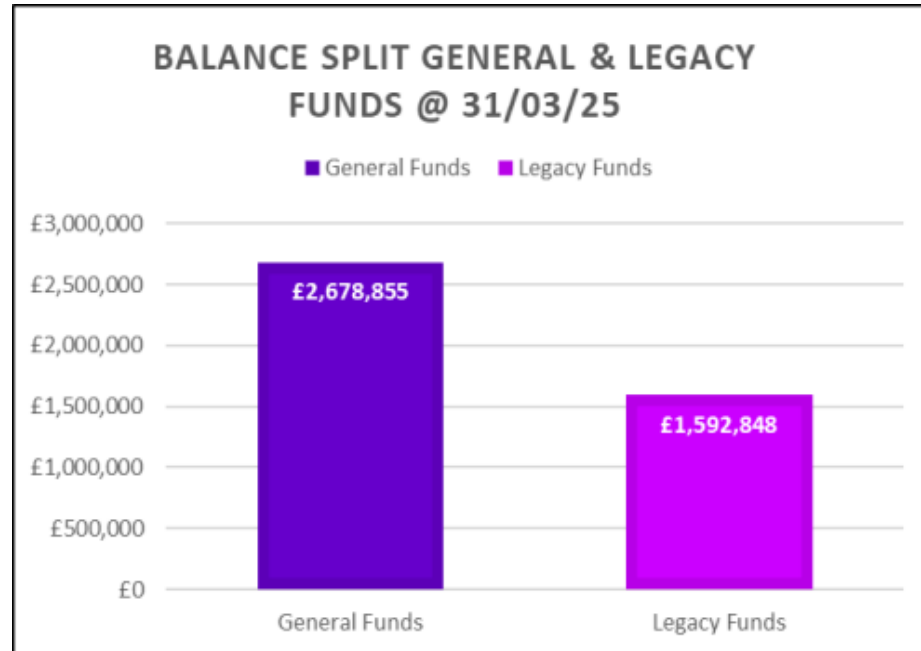
Income and Expenditure Profile for 2024-25	Fund Balance 1st April 2024 £	Income Received 1st April 2024 to 31 March 2025 £	Payments Made 1st April 2024 to 31 March 2025 £	Balance 31 March 2025 £	Balance 1st April 2024 Spent %	Fund Increase (+ve)/ Decrease (-ve) since 1st April 2024 %
LEGACY FUNDS						
Brecon Training Legacy	£2,062	£0	£0	£2,062	0.00%	0.00%
AMI Legacy	£98,962	£0	£29,459	£69,503	29.77%	-29.77%
Hazels Legacy	£277,365	£0	-£1,299	£278,665	-0.47%	0.47%
Mid & South Powys Community & Palliative Services	£995,641	£0	£0	£995,641	0.00%	0.00%
Ystradgynlais Estate M R Morgan Properties	£62,500	£0	£0	£62,500	0.00%	0.00%
Estate M J Brand Property Fund	£181,250	£0	£0	£181,250	0.00%	0.00%
Restricted Fund - Brecon - Capital in Perpetuity	£3,228	£0	£0	£3,228	0.00%	0.00%
Total	£1,621,008	£0	£28,160	£1,592,848	1.74%	-1.74%

Sue Cox
11/06/2025 16:15:15

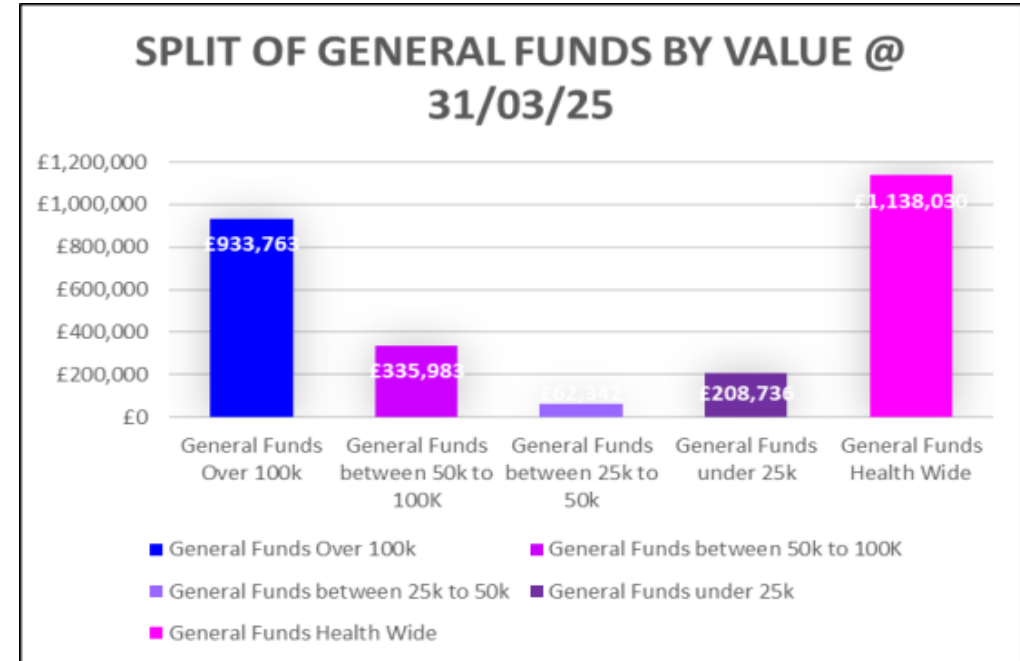
Powys TLHB Charity Balance Sheet as at 31 March 2025					
					Total
			Unrestricted	Endowment	31 March
			funds	funds	2025
			£000	£000	£000
Investments:					
	Property Investments		244	0	244
	Portfolio Investments		3,518	3	3,521
	Total Investments		3,762	3	3,765
Current assets:					
	Debtors		4	0	4
	Cash and cash equivalents		699	0	699
	Total current assets		703	0	703
Liabilities:					
	Creditors: Amounts falling due within one year		164	0	164
	Net current assets / (liabilities)		539	0	539
	Total assets less current liabilities		4,301	3	4,304
	Creditors: Amounts falling due after more than one year		32	0	32
	Total net assets / (liabilities)		4,269	3	4,272
The funds of the charity:					
	Endowment Funds			3	3
	Unrestricted income funds		4,269		4,269
	Total funds		4,269	3	4,272

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Balances Legacy and General Funds



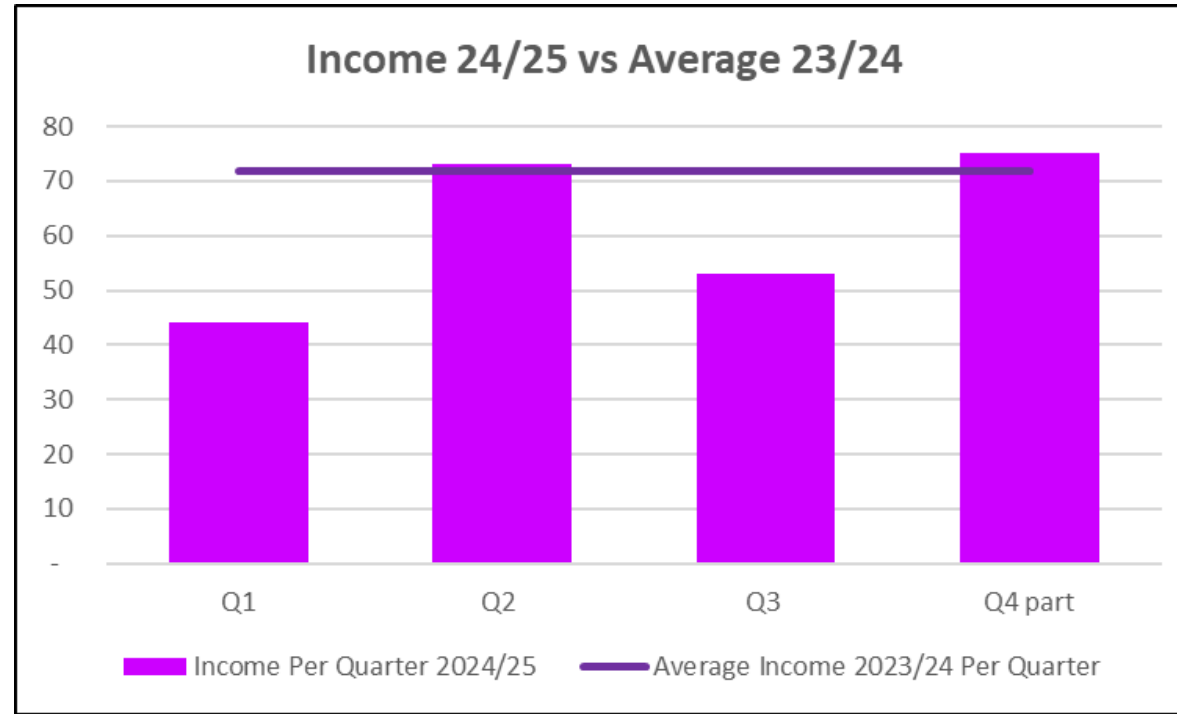
General Funds Split into Value of Fund



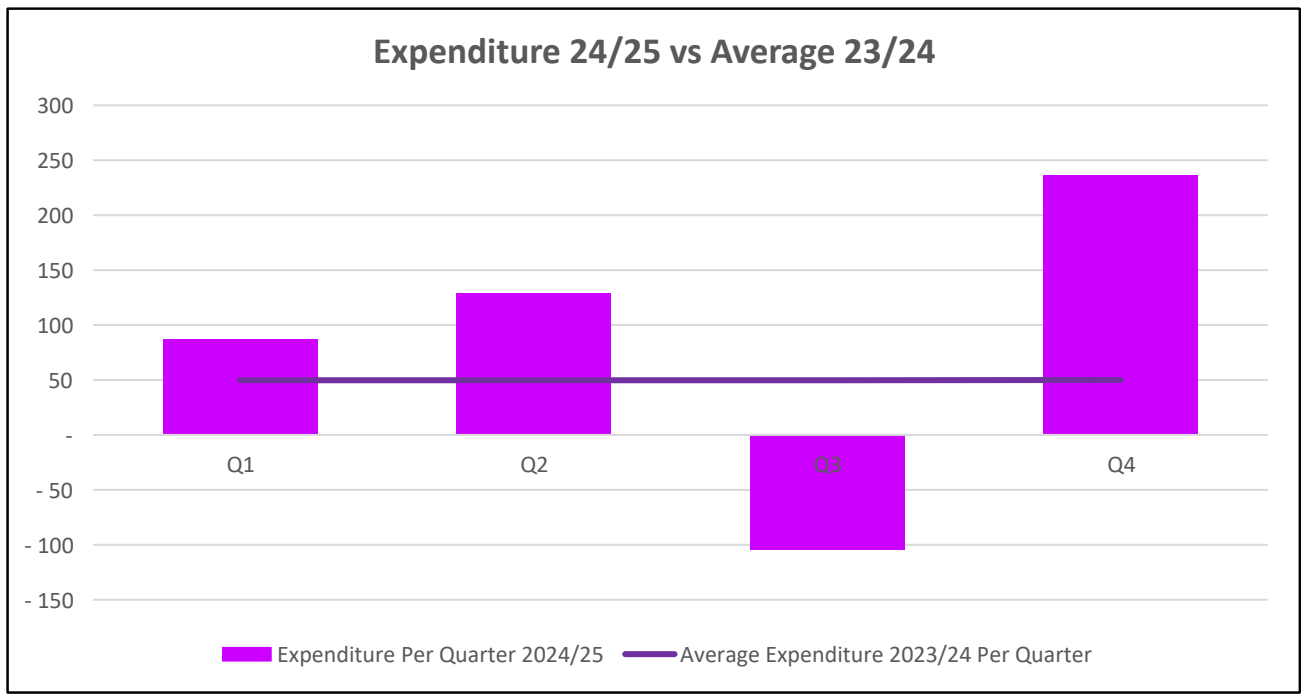
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Type Fund	Values
General Funds	£2,678,855
Legacy Funds	£1,592,848
Total	£4,271,703

Type Fund	Values
General Funds Over 100k	£933,763
General Funds between 50k to 100K	£335,983
General Funds between 25k to 50k	£62,342
General Funds under 25k	£208,736
General Funds Health Wide	£1,138,030
Total	£2,678,855



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Please note the negative adjustment in Quarter 3 relates to adjustment to YTD expenditure to reflect expenditure paid in 24/25 Q1 & 2 being adjusted for items identified as accruals in 2023/24 annual accounts as they related to activity/goods received in 23/24 financial year but not paid until 24/25

- **GENERAL FUNDS** From an amount of £2.783M held within General Purposes or designated funds at the 1st April 2024, income of £0.245M has been received and £0.350M of expenditure has been paid. This equates to 12.56% of funds held at 1st April 2024 have actually been spent.
- **LEGACY FUNDS** From an amount of £1.621M of funds held within legacies at the 1st April 2024, £0 income has been received and £0.028M of expenditure has been paid. This equates to 1.74% of funds held at 1st April 2024 have actually been spent.
- **BANK BALANCE** The Balance held within the bank account at 31st March 2025 is just over £0.699M. 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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FUNDRAISING
REGULATOR

Code of Fundraising Practice

Effective 1 November 2025

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11/06/2025 16:15:15

About the Fundraising Regulator

We are the independent regulator of all fundraising carried out by or on behalf of charitable, philanthropic and benevolent organisations in England, Wales and Northern Ireland. We also regulate fundraising in Scotland carried out by charities registered in England, Wales and Northern Ireland. Our role includes maintaining and developing the UK-wide Code of Fundraising Practice (the code) and investigating complaints from members of the public about fundraising practice if these cannot be resolved by the charities themselves.

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Using the code

In July 2016, we (the Fundraising Regulator) became responsible for regulating fundraising in the UK and took over responsibility for the Code of Fundraising Practice (the code) from the Chartered Institute of Fundraising. Since then we have updated the code several times – following consultation ahead of the introduction of the General Data Protection Regulation (GDPR) in May 2018 and then again before the version published on 1 October 2019 (the 2019 code).



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Using the code

The code applies to fundraising activity for charitable, philanthropic or benevolent purposes in the UK.

It aims to:

- promote consistent, high standards of fundraising;
- explain what we expect from charitable institutions, their governing bodies and fundraisers;
- explain what we will consider when investigating complaints;
- provide information for charitable institutions to help them assess their fundraising activity and deal with any issues they identify; and
- develop a culture of honesty, openness and respect between fundraisers and the public.

The code does not cover:

- fundraising for a personal cause (for example, someone raising money to pay for their pet's operation); or
- financial and business practices of charitable institutions, which are generally dealt with by statutory bodies.

Through the code, we aim to make sure that fundraising activity meets the following values.



Legal: Fundraising must meet the requirements of the law.



Open: Fundraisers must be clear about their processes and willing to explain them when necessary.



Honest: Fundraisers must act with integrity and must not mislead people when asking for donations.



Respectful: Fundraisers must respect the people and places they interact with.

The code, the law and other codes of practice and standards

The code is not legally binding. It outlines what we expect of fundraisers carrying out fundraising activities that are covered by the code. We have included brief information and links to specific legislation which is relevant to our rules. However, it is not possible to include links to every piece of legislation which could

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be relevant across all fundraising practices, and which apply more generally to charitable institutions.

The code also includes links to other industry codes of practice and standards that apply to fundraising. The code is intended to add to these standards, not replace them.

You should not use the code as your only source of information on how to keep your fundraising legal. You should get appropriate professional advice to make sure your fundraising activity does not break the law.

What the code covers

The code applies to fundraising activity for charitable, philanthropic or benevolent purposes in the UK. Fundraising activity in the UK by organisations who are not registered with the Fundraising Regulator is still covered by the code. We will consider complaints about fundraising activity whether fundraisers are registered with us or not.

Although the code applies to fundraising activity in Scotland, complaints about Scottish-registered charities operating in Scotland are dealt with by the **Scottish Fundraising Adjudication Panel (the 'panel')**.

Applying the code

Most rules in the code start with 'You must' or similar wording, but certain rules only apply in certain circumstances or to certain organisations or people. Each section of the code starts with the following wording: 'In this section, 'you' means...'. This will help you understand whether the rule is relevant to you and your activity.

Organisations and people who **certain rules in the code might apply to** include the following.

- **Charitable institutions** and their staff, including:
 - registered charities;
 - community interest companies (CICs);
 - social enterprises; and
 - exempt charities (such as universities in England).
- **Professional fundraisers.**
- **Commercial participators.**
- **Fundraising platforms.**
- **Volunteers.**
- Third-party suppliers and agencies.

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Principles-based rules

The code has been significantly revised from the 2019 version. It no longer contains rules linked to specific legislation and many rules have been combined under wider principles.

This new approach has several advantages.

- **Less prescriptive:** It removes the need to list every practice that is allowed or not allowed.
- **More flexible:** It allows rules to be applied in a wider range of contexts, so each specific fundraising approach does not need its own set of rules.
- **Proportionate:** It allows fundraisers to consider appropriate action to take based on the size and nature of their fundraising activities.
- **Future-proof:** It allows fundraisers to apply the principles to a range of contexts without having to wait for specific advice about new approaches.

There are significantly fewer rules in the 2025 code, which makes it easier to follow. The rules often include terms which fundraisers will need to interpret, such as ‘appropriate’, ‘reasonable’ and ‘proportionate’. As a result, the code does not need to list all practices that are always required and all practices that are never allowed. Instead, it encourages fundraisers to think about how their activity meets the principles.

For example, **rule 2.2.2** in the 2025 code states that:

You must carry out appropriate due diligence, proportionate to the size and nature of the donation, on the potential donor before accepting a donation.

‘Appropriate’ and ‘proportionate’ due diligence will vary depending on the size and nature of the donation in relation to the charitable institution’s normal fundraising activity. It is often ‘appropriate’ and ‘proportionate’ not to carry out formal due diligence checks on small cash donations. For larger donations from known sources, some checks will be necessary, but these may be relatively straightforward. Unexpected large donations, or those which come in unusual forms such as loans, foreign currency or cryptoassets (such as Bitcoin), will require more complex checks.

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To help fundraisers decide what is appropriate and proportionate, many of the new rules are also accompanied by examples of acceptable and unacceptable practices (see below) and additional guidance, including **Code Support Guides (CSGs)**.

When we investigate complaints under the new rules, we will offer fundraisers a chance to explain how the steps they have taken are, for example, 'appropriate'. We publish findings from our investigations to help other fundraisers understand our rules.

Lists of examples

Rules in the code are often accompanied by bullet-point lists outlining, for example:

- actions which are never allowed;
- actions which are always required; and
- ways to meet the principle of a rule.

These are not intended to be complete lists, but will help you understand some of the actions which would or would not meet the principle of the rule. If we investigate your fundraising, we may ask you to explain how you met the expectations listed, or how you used a different approach in order to meet the rule.

Explanatory text

As well as bullet-point lists, several rules are followed by text to help you understand:

- how a rule will be applied; and
- if there are any other important legal or regulatory requirements that apply.

As this information is separate from the rules, we may update it more flexibly than the rest of the code (see How the code is updated, below).

Links to laws and guidance

The code includes links to relevant legislation, guidance from regulators that has to be followed by law (statutory guidance) and wider advice which may be useful when fundraising.

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Commitment to the code

All organisations registered with us and using the **Fundraising Badge** are committed to meeting the standards of the code. If these organisations fail to meet the standards of the code, we may take action, such as asking them to remove the Fundraising Badge from their documents and other fundraising materials.

What happens if a fundraiser breaks the code?

We may become aware that a fundraiser may have broken the code **when we receive a complaint** or through our monitoring of fundraising activity. If we decide to investigate a complaint about fundraising activity, we will give the charitable institution opportunities to explain their fundraising approach and how they believe this was in line with the code. If we find that their fundraising activity has broken the code, we will usually publish information about this on our website so the charity sector and the wider public can see the outcome of the investigation and apply any lessons that can be learnt from our decision.

Under rule 2.1.3 of the code, charitable institutions must work constructively with us and the panel. A charitable institution which fails to do this will have broken the code and we or the panel may take action against them as a result.

How the code is updated

We developed the new code **through extensive consultation with fundraisers and organisations in the charity sector**. We will carry out further consultation before making any significant changes to the rules in the code.

We can update supporting information, such as the explanatory text under the rules and links to legislation and guidance, with the approval of our **Standards Committee**. We will announce any changes to these parts of the code on our website.

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Part 1: Standards which apply to all fundraising

The way charitable institutions and third-party fundraisers ask for support affects people's trust and confidence in fundraising. This part sets out the behaviour we expect from all fundraisers. It includes:


- treating people fairly and with respect;
- explaining your cause in a way which does not mislead people; and
- making sure your fundraising is responsible.



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1. Behaviour when fundraising

1.1 General behaviour

 In this section, 'you' means a charitable institution or third-party fundraiser.

1.1.1 Your fundraising must be legal, open, honest and respectful.

If you are found to have broken the law while fundraising, you will not have kept to rule 1.1.1 and we may take action against you.

1.1.2 You must take all reasonable steps to make sure your fundraising is carried out in a way that reflects positively on fundraising in general. This includes:

- not unreasonably intruding on a person's privacy;
- not putting undue pressure on a person to donate;
- not using unreasonably persistent approaches; and
- accepting a request to end an interaction.

1.1.3 You must not unfairly criticise or insult other people or organisations.


1.1.4 You must not encourage an existing or potential donor to cancel or change an existing donation in favour of a donation to another charitable institution.

This rule is not intended to cover situations where a charitable institution is changing structure (for example, merging) or is being wound up. In these situations, it may be appropriate for a charitable institution to encourage donors to transfer their donations to the new organisation.

Guidance on general behaviour

Fundraising Regulator:
Key behaviours expected of fundraisers

1.2 Informing donors and treating people fairly

 In this section, 'you' means a charitable institution or third-party fundraiser.

1.2.1 Your fundraising must not mislead existing or potential donors. This includes by:

- leaving out information;
- giving inaccurate or unclear information; or
- exaggerating details.

For example, you must not claim a donation will be used for a restricted purpose (such as buying a piece of medical equipment or helping a particular child) if it may be used for another purpose.

1.2.2 When collecting donations for a restricted purpose you must provide information about what will happen if you raise more than or less than the target amount.



Secondary purposes

Charities often ask for donations for a specific purpose or with a target in mind, such as to fix a church roof or buy a piece of medical equipment. Sometimes these campaigns do not raise enough money to meet their target, and sometimes they raise more money than is needed. If this happens it may be necessary to refund some or all of the donations.

One way to deal with this is to include clear information about a secondary purpose when asking for donations. This can take the form of a brief explanation of how funds donated for the original purpose will be used if the target is not met, or if more than the target amount is raised.

Examples include using the funds for another similar purpose, or putting them towards the general work of the charitable institution.

Guidance on secondary purposes

Fundraising Regulator: [What to do if you raise more donations than you need, don't raise enough, or cannot achieve your purpose](#)

Charity Commission for England and Wales (CCEW): [Charity fundraising appeals for specific purposes](#)

1.2.3 You must have appropriate evidence before you make any claim in your fundraising which is likely to be taken literally. This includes direct claims and implied claims.

This rule applies to claims about the costs associated with your fundraising activity.

1.2.4 You must not take advantage of mistakes made by a donor.

1.2.5 You must explain that you are not offering financial advice when talking about any financial benefits to the donor of making a donation.

1.2.6 You must take all reasonable steps to treat existing or potential donors fairly, so that they can make an informed decision about any donation.

Sector advice on treating donors fairly

Chartered Institute of Fundraising (CioF): [Treating donors fairly](#)



Legal requirements for treating people fairly

In England, Wales and Scotland, under the **Equality Act 2010**, you are legally required to make sure your fundraising does not discriminate against people with characteristics that are protected by the law.

In Northern Ireland, fundraising must meet equality law as it applies in Northern Ireland. You are legally required to make sure your fundraising does not discriminate against people with characteristics that are protected by the law. Each protected characteristic has its own specific piece of legislation, and anti-discrimination law is not grouped together in one specific act.

More information:

- **The Equality and Human Rights Commission**
- In Northern Ireland: **The Equality Commission for Northern Ireland**

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2. Responsibilities of those who govern charitable institutions

The people who govern charitable institutions (such as the trustees of a charity) have a responsibility to act in the best interests of their organisation. They are responsible for fundraising. This section sets out the standards we expect from them, including those relating to risk assessments and effective procedures for handling complaints and for making sure donations are used for the purposes they are given for.

2.1 General duties

i In this section, ‘you’ means the governing body of a charitable institution.

2.1.1 You must act reasonably and carefully in all matters relating to fundraising. This may include:

- taking overall responsibility for fundraising activities, including those you have delegated to others;
- following codes and guidance from relevant regulators;
- making sure your fundraising activities keep to data-protection requirements;
- getting appropriate advice when needed;
- considering the effect of controversial fundraising campaigns;
- assessing and managing risks that fundraising poses to your charitable institution’s activities, beneficiaries, property, work and reputation; and
- meeting any reporting and accounting requirements that apply to a donation.

2.1.2 You must take reasonable steps to protect fundraisers from harm and harassment while fundraising. This includes:

- having processes for fundraisers to report any issues that arise; and
- taking reasonable steps to deal with any issues that are reported.

Sector advice on safeguarding and fundraising

National Council for Voluntary Organisations (NCVO):

[People who need safeguarding while fundraising](#)

[Safeguarding for fundraising managers](#)

Guidance on data-protection

Fundraising Regulator: [The rights people have over their data](#)

Fundraising Regulator: [Legal requirements for storing, maintaining and sharing data](#)

2.1.3 You must respond constructively and within an appropriate time to any enquiries you receive from us or the Scottish Fundraising Adjudication Panel relating to keeping to the code. You must also make sure your fundraising partners do the same.

2.1.4 You must be able to show that you have acted in the best interests of your charitable institution when fundraising. This includes:


- identifying and dealing with potential conflicts of interest;
- making sure donations are used for the purposes they are given for; and
- making it clear to people fundraising on your behalf that all donations must be sent to your charitable institution.

2.1.5 You must not sell personal data to, or share it with, any other organisation unless you have the information owner's consent to do so.

If you share personal data for fundraising or direct-marketing purposes, the Information Commissioner's Office (ICO) expects you to tell the person concerned the name of any third party you are sharing their personal data with.

2.1.6 If you rely on legitimate interest as the lawful basis for processing personal data, you must record details of your decision-making in line with the ICO's requirements.

2.2 Accepting, refusing and returning donations

 In this section, 'you' means the governing body of a charitable institution.

2.2.1 You must only refuse or return donations in exceptional circumstances. If you decide to refuse or return a donation you must document your decision appropriately.

You must make sure those fundraising on your behalf are aware that decisions relating to refusing or returning a donation must be made by you or in line with a policy you have set.

Guidance on governance and documenting decisions

Fundraising Regulator:

General legal requirements of governing bodies

Documenting your fundraising decisions

Sector advice on refunding a donation

Chartered Institute of Fundraising (CioF): [Acceptance, refusal and return: A practical guide to dealing with donations](#)

Guidance on accepting and refusing donations

Charity Commission for England and Wales (CCEW): [Accepting, refusing and returning donations to your charity](#)


Fundraising Regulator: [Due diligence and fundraising](#)

2.2.2 You must carry out appropriate due diligence, proportionate to the size and nature of the donation, on the potential donor before accepting a donation.

2.2.3 You must only refund a donation in line with your charitable institution's policies or in exceptional circumstances. However, you must refund a donation if a donor correctly exercises their right to a refund.

Before you refund a donation, you must make sure you have the power to do this. If it is unclear whether or not you should refund a donation, consider getting legal advice.

2.3 Complaints and concerns about fundraising

 In this section, 'you' means the governing body of a charitable institution.

2.3.1 You must have a clear and publicly available fundraising complaints procedure which fundraisers can explain to existing or potential donors.

If your fundraising partners do not have a suitable clear and publicly available complaints procedure of their own, they must agree to follow yours.


2.3.2 When you or a fundraising partner receives complaints about your fundraising, you must:

- investigate thoroughly and fairly;
- respond fairly and in a way that is appropriate to the complaint;
- avoid unnecessary delays; and
- regularly review complaints and use any relevant learning to make improvements to future fundraising.

2.3.3 You must have a clear, published procedure explaining how staff and volunteers can report any concerns they have about your fundraising practice. You must make sure the procedure includes:

- the type of issues that can be raised and the process for doing so;
- how the person raising a concern will be protected from victimisation and harassment;
- what you will do when you receive a concern; and
- how to report concerns to us or the Scottish Fundraising Adjudication Panel if it is not possible to consider or deal with them appropriately within your charitable institution.

2.4 Paying fundraisers

 In this section, 'you' means the governing body of a charitable institution.

2.4.1 You must give appropriate consideration to the approach you choose for paying fundraisers and whether this fits the values of your charitable institution.



Legal requirements for paying fundraisers

You are legally required to make sure that any fundraisers who are directly employed by your charitable institution are paid in line with relevant legislation, including the following.

- The Employment Rights Act 1996 (as amended)
- The National Minimum Wage Act 1998 (as amended)
- The Employment Rights (Northern Ireland) Order 1996

You can only pay charity trustees for fundraising if they meet specific conditions as set out in the following documents and legislation:

Guidance on complaints

Fundraising Regulator:
Complaints handling guidance



- Charity Commission for England and Wales: Payments to charity trustees: what the rules are and section 185 of the Charities Act 2011
- Scottish Charity Regulator (OSCR): Guidance and good practice for charity trustees and section 67 of the Charities and Trustee Investment (Scotland) Act 2005
- Charity Commission for Northern Ireland: Making payments to trustees and section 88 of the Charities Act (Northern Ireland) 2008

2.5 Solicitation statements for paid employees, officers and trustees of charitable institutions and connected companies



In this section, ‘you’ means the paid employees, officers and trustees of a charitable institution or connected company.

Solicitation statements are statements that some paid employees, officers and trustees of charitable institutions and connected companies must give when fundraising for a charitable institution. They explain how the charitable institution will benefit from the fundraising activity.

Professional fundraisers and commercial participators must also give solicitation statements. There is more information about these solicitation statements in section 6.4 Solicitation statements for professional fundraisers and commercial participators.

2.5.1 You must make sure solicitation statements are clear, accurate and up to date.

2.5.2 You must make a solicitation statement before:

- a potential donor gives any money; or
- you ask for any financial details relating to a donation.

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Legal requirements for solicitation statements by paid employees, officers and trustees of charitable institutions and connected companies

In England and Wales: Under sections 60A and 60B of the Charities Act 1992 a person who is an officer or employee of a charitable institution or a connected company or a trustee of a charitable institution is legally required to give a solicitation statement if they are acting as a collector in that role and are receiving payment of more than £10 per day or £1,000 per year either for their role or for acting as a collector.

In Scotland: Officers, employees or trustees of charitable institutions or connected companies are benevolent fundraisers for the purposes of the Charities and Benevolent Fundraising (Scotland) Regulations 2009 when fundraising on behalf of charitable institutions and connected companies and will need to keep to those regulations, including regulation 3 on solicitation statements.

More information:

- **In England and Wales:** Cabinet Office: chapter 4 and Annex C of Guidance on Part 2 of the Charities Act 1992
- **In Scotland:** OSCR: statement A of Technical Guide: Charities and Benevolent Fundraising (Scotland) Regulations 2009

2.6 Using funds



In this section, 'you' means the governing body of a charitable institution.

2.6.1 You must make sure any conditions on accepting a donation, set by you or the donor, are within the purposes of your charitable institution.

2.6.2 You must keep a record of donations that are given for specific purposes to make sure that you keep to the conditions of the donation.

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Offering benefits with a donation

Some organisations provide benefits in return for a donation. These can range from very small (for example, a newsletter or a branded pen) to more significant (such as access to exclusive events).

Providing benefits in return for a donation can have tax consequences. In particular, the level of benefit received can affect whether a donation is eligible for Gift Aid. In some circumstances where benefits are received, a donation may be considered a payment for goods or services, which may mean that VAT is charged.

2.6.3 If you encourage someone to donate by offering benefits, you must make sure:

- you have the power to give benefits;
- the benefits are appropriate in the circumstances; and
- the benefits are proportionate to the size and frequency of the donation.



Legal requirements for using funds

The legal obligations you have as a governing body vary depending on where and how your charitable institution is registered. In general, you are legally required to:

- only ask for funds for a purpose that matches those of your charitable institution;
- make sure funds raised for a particular cause are used for that cause; and
- use funds in line with any conditions you have agreed to or which have been set by the donor.

A donation must be used for the purpose it was given for. If you want to change that purpose you should get advice from legal advisers or the relevant statutory regulator before changing the purpose, even if the person making the donation has given you permission to do this.

Guidance on offering benefits with a donation

HM Revenue & Customs (HMRC):

Chapter 3.18 Benefits received by donors and connected persons

How VAT affects charities (VAT Notice 701/1)

Goods or services supplied to charities (VAT Notice 701/58)

Charity Tax Group:
Gift Aid donor benefits



The main legislation for registered charities is as follows.

- In England and Wales: **Charities Act 2011**
- In Scotland: **Charities and Trustees Investment (Scotland) Act 2005**
- In Northern Ireland: **Charities Act (Northern Ireland) 2008**

Community interest companies (CICs) are covered by the **Companies Act 2006**.

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3. Processing donations

This section includes standards that relate to handling different types of payment (including one-off payments and ongoing donation commitments) to make sure donations are kept safe. It also includes information on Gift Aid.

3.1 Cash



In this section, 'you' means a charitable institution or third-party fundraiser.

3.1.1 You must have procedures for counting, recording and banking donations without delay. The procedures must outline who does what, and when and how this will be monitored. The procedures must make sure that:

- unsecured cash is not left unattended;
- cash is banked as soon as possible;
- cash is kept in a safe or other secure place until it is banked;
- cash is counted and recorded in a secure place by two unrelated people, if possible; and
- cash you have banked matches your income summaries (if possible, this should be checked by someone who was not involved in counting or cashing up the money).

Professional fundraisers and commercial participators (and people fundraising for them) are legally forbidden from taking any money from the cash they receive.

3.1.2 You must make sure cash donations are accounted for appropriately. This includes:

- making sure third-party fundraisers do not take any expenses or fees from donated cash, unless these were agreed before the fundraising activity.

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Gift Aid

Gift Aid allows registered charities to reclaim tax on donations made by UK taxpayers. This effectively increases the amount of the donation.

HM Revenue & Customs (HMRC) is the lead statutory body for all matters relating to tax, including Gift Aid.

If you want to claim Gift Aid, you must:

- only claim Gift Aid or claim tax relief under the **Gift Aid Small Donations Scheme** if all the conditions are met and you are eligible to claim it; and
- keep up to date with guidance from HMRC on how the tax system works, including its guidance on **Claiming Gift Aid, Benefits received by donors and connected persons** and the **Gift Aid Small Donations Scheme**.

Cash collecting boxes

3.1.3 You must make sure the charitable institution is sent the full amount from all sealed collection boxes without any expenses or fees being taken, unless it has been agreed beforehand that these can be taken.

In Scotland, fundraisers can deduct their fees and expenses from collecting boxes before paying the remaining amount to the charitable institution, in line with **regulation 11(3)(d) of The Public Charitable Collections (Scotland) Regulations 1984**.

3.1.4 You must make sure that all sealed collection boxes are labelled, numbered and sealed.

Receipts

3.1.5 You must provide a digital or handwritten signed receipt for cash collection donations which were not made using a sealed collection box.

3.1.6 You must give fundraisers a receipt when they return sealed collection boxes.

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3.1.7 You must give a receipt to the person who owns or manages a private site you are collecting on if they ask for one. The receipt should include:

- the address of the site;
- the box number;
- the date of the collection; and
- the amount received.



Model regulations for cash collecting boxes

In Scotland, Northern Ireland or a licensing authority which follows the model regulations in **England and Wales**, by law, all collecting boxes are legally required to be labelled, numbered and sealed.



Legal requirements for cash collecting boxes

In England and Wales, each licensing authority can set its own regulations for how cash collecting boxes should be used in street collections.

Many licensing authorities have adopted the model regulations provided by The Charitable Collections (Transitional Provisions) Order 1974.

In London, street collections are governed by The Street Collections (Metropolitan Police District) Regulations 1979 and the City of London Street Collections Regulations 1980. If you use cash collecting boxes as part of street collections in London or in a licensing authority which has adopted the model regulations, you are legally required to make sure:

- cash donations are put in a sealed container or collecting box; and
- the promoter of the collection and one other responsible person or a bank official are present when you open collection boxes.

In England and Wales, if you use cash collecting boxes as part of house-to-house collections you are legally required to keep to the House to House Collections Regulations 1947.

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In Scotland, processes for cashing and banking donations from collections licensed by the local council and carried out using collecting boxes or sealed envelopes, are covered by the **Public Charitable Collections (Scotland) Regulations 1984**. Under these regulations, you are legally required to:

- only accept cash donations by allowing the donor to put them straight into the collection box when carrying out collections licensed by the local council; or
- if the collection is made using sealed envelopes, only accept donations in the appropriate sealed and numbered envelopes.

In Northern Ireland there is no specific legislation for collecting boxes. However, **The Police, Factories, etc. Act 1916** (as far as it applies) and **The Collections in Street Regulations (Northern Ireland) 1927** outline regulations for street collections.

For further standards on cash collection boxes, see **section 7.5 Convenience giving and unstaffed collections**.

3.2 Tills



In this section, 'you' means a charitable institution or third-party fundraiser.

3.2.1 You must make sure that all money is put into the till immediately and any change is given from the till, not from personal money.

3.3 Floats




In this section, 'you' means a charitable institution or third-party fundraiser.

3.3.1 When using floats, you must make sure:

- they are signed for by the person you have nominated;
- float cash is kept separate from the personal money of the people handling it; and
- a separate record is kept of any float money that is used for petty cash.

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3.4 Cheques, charity cheques and vouchers

 In this section, 'you' means a charitable institution or third-party fundraiser.

3.4.1 You must make sure cheques, charity cheques and vouchers are processed appropriately and without delay. This includes:


- using secure methods, appropriate to the value of the donation, to send them to banks or fulfilment houses;
- not giving change in return for cheques; and
- not issuing refunds for a cheque donation until the cheque has cleared and the money has appeared in your account.



Legal requirements for charity cheques and vouchers

Under the **Income Tax Act 2007**, you are legally forbidden from claiming tax back on a charity cheque or voucher donation, as Gift Aid was added before you received it.

3.5 Card and online transactions

 In this section, 'you' means a charitable institution or third-party fundraiser.

This section applies to transactions both where the donor is present and where they are not. This includes staffed and unstaffed payment devices, such as tap-to-donate, and online payments on a charitable institution's website. The steps you need to take to make sure payments are secure will vary depending on the number of transactions that are made.

3.5.1 You must use appropriate security measures for online and card transactions.

Guidance on security measures

[The Payment Card Industry Data Security Standards \(PCI-DSS\)](#)

[The Direct Debit Scheme Rules](#)

Part 2: Standards which apply to working with others

The standards in this part will be relevant where an organisation works with others to carry out fundraising. This includes relationships between charitable institutions and:

- volunteers;
- people in vulnerable circumstances; and
- fundraising partners.

This part also contains specific standards that apply when working with children.



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4. Volunteers

This section contains standards on working with volunteer fundraisers where their activity is known to your organisation. The code distinguishes between 'in-aid-of' and 'on-behalf-of' volunteers. For more information about the different kinds of volunteer fundraising arrangements, please see our **guidance** on volunteers.

Some in-aid-of volunteers may fall within the definition of a commercial participator, in which case **section 6 Fundraising partnerships** will also apply to these volunteers.



Preventing unauthorised fundraising

The **Charities Act 1992** and **Charities and Trustee Investment (Scotland) Act 2005** give charitable institutions the right to apply for a court order to prevent unauthorised fundraising if:

- any person is using fundraising methods that the charitable institution objects to;
- the charitable institution believes that a person is not a fit and proper person to fundraise on their behalf; or
- the charitable institution does not want to be associated with a particular promotion.

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4.1 Standards that apply to all volunteers

i In this section, ‘you’ means a charitable institution.

4.1.1 You must provide in-aid-of and on-behalf-of volunteers with training and support that is appropriate to the relationship they have with you.

The training for on-behalf-of volunteers should include:

- how to fundraise legally and safely;
- handling and processing donations;
- what should and should not be included in fundraising materials; and
- the behaviour expected of volunteers and where they can access support and guidance.

If you become aware of an in-aid-of volunteer’s fundraising activity beforehand, you must take all reasonable steps to make sure they:

- use the expression ‘in aid of’ when describing the fundraising they are doing for your charitable institution, to distinguish their fundraising from yours;
- know they are responsible for organising all aspects of their fundraising and you will not accept any liability relating to it; and
- can find information on how to fundraise legally and safely.

4.1.2 You must not pay volunteers for fundraising, but you can cover their reasonable expenses.

4.1.3 If you know about a volunteer’s fundraising beforehand, you must make sure there are proper arrangements in place for money to be transferred to you quickly and efficiently.

4.2 Specific considerations when working with on-behalf-of volunteers

i In this section, ‘you’ means a charitable institution.

4.2.1 You must carry out appropriate checks to make sure that on-behalf-of volunteer fundraisers are suitable to represent your charitable institution.

Sector advice on volunteer expenses

National Council of Voluntary Organisations (NCVO): [Paying volunteer expenses](#)

In Northern Ireland: Volunteer Now: [Guidelines for providing volunteers’ out of pocket expenses and claim form](#)



Sector advice on DBS
NCVO: [Disclosure and barring service \(DBS\)](#)

Legal requirements for carrying out due diligence checks

The governing bodies of charitable institutions have a general legal duty to protect their reputation and those who benefit from their work. The Charity Commission for England and Wales (CCEW) expects charity trustees to carry out appropriate checks to make sure that people working for or representing the charity are suitable. You can check the criminal records of any staff and volunteers aged over 16 by asking for a basic Disclosure and Barring Service (DBS) check. For any role which involves contact with children or vulnerable adults you should consider asking for a more detailed check, known as a higher-level DBS check.

The **Rehabilitation of Offenders Act 1974**, the **Police Act 1997** and legislation made under these acts describe which level of DBS check you are allowed to ask for. This depends on the person's role or the activities they will be carrying out. You must only ask for checks if you are legally allowed to do so, using **The Disclosure and Barring Service** (in England and Wales), **Disclosure Scotland** or **Access NI (Northern Ireland)**.

Under the **House to House Collections Act 1939**, if volunteers are carrying out house-to-house collections on your behalf, you are legally required to carry out due diligence to make sure that each volunteer is a 'fit and proper person'.

More information:

Cabinet Office: **National exemption order scheme**

Guidance on due diligence

Fundraising Regulator:
Due diligence and fundraising

5. Fundraising involving children and people in vulnerable circumstances

It is important to take particular care when involving children in fundraising, whether as fundraisers, volunteers or donors.

This section includes standards on minimum-age restrictions that apply when fundraising, and standards to protect children and their personal data. There are some activities which children and young people cannot carry out. The age restriction depends on the activity and where it is carried out. These activities include:

- street collections and door-to-door collections;
- lotteries or raffles; and
- selling or handling alcohol.

When carrying out fundraising, there are some activities that young people can and cannot give consent for. You must take additional care when processing children's personal data and consider relevant legislation and guidance across the regions where you work to make sure you are working legally and ethically.

A child is defined as someone under 18 in [The Children Act 1989](#) (in England, Wales and Scotland) and [The Children \(Northern Ireland\) Order 1995](#) (in Northern Ireland). The Charity Commission for England and Wales (CCEW) also use this definition in their guidance, [Safeguarding and protecting people for charities and trustees](#).

5.1 Responsibilities when involving children in fundraising



In this section, 'you' means a charitable institution or third-party fundraiser.

5.1.1 You must make sure that fundraising activities are age-appropriate.

For example, you must take reasonable steps to make sure that children under 16 are not given overall responsibility for handling or counting money.

Guidance on involving children in fundraising

Gambling Commission: [How to run a lottery or fundraiser](#)

GOV.UK: [Alcohol and young people](#)

CCEW: [Alcohol at charity meetings and events](#)



Legal requirements for following age limits for collections

In England and Wales: For house-to-house collections you must not allow anyone aged under 16 to collect money. This is in line with the House to House Collections Regulations 1947, as amended by the House to House Collections Regulations 1963.

For street collections:

- if the licensing authority has adopted the model regulations, you must not allow anyone under 16 to carry out street collections;
- if the licensing authority has not adopted the model regulations, you must keep to any age restrictions in the licensing authority's regulations; and
- in London, you must not allow anyone under 16 to carry out street collections (unless they are doing so as part of a procession, in which case they must be at least 14 and you must have special permission from the relevant licensing authority).

In Scotland: Under The Public Charitable Collections (Scotland) Regulations 1984, you are legally forbidden from allowing children aged under 14 to take part in a street collection if it qualifies as a public charitable collection. Also, you are legally forbidden from allowing children under 16 to carry out door-to-door collections.

In Northern Ireland: Under the House to House Charitable Collections Act (Northern Ireland) 1952 and The Collections in Streets and Public Places Regulations (Northern Ireland) 1963, you are legally forbidden from allowing anyone aged under 16 to carry out door-to-door or street collections. Collectors aged 12 and over can carry out door-to-door collections for youth organisations which the Department for Communities has approved under an exemption order.

More information

Licensing and the law, see section 7 Public fundraising.

5.1.2 You must only contact children on school premises if you have the approval of a relevant member of staff.

The relevant member of staff will usually be the head teacher, or a staff member chosen by the head teacher.

5.1.3 You must get appropriate permission before taking or publishing photographs of children.

For children under 13, you will need permission from a parent, guardian or responsible adult.

The Information Commissioner's Office (ICO) provides guidance on this topic.

- ICO: [Taking photos in schools](#)
- ICO: [Taking photographs: data protection advice for schools](#)

5.2 Safeguarding and working with people in vulnerable circumstances



In this section, 'you' means a charitable institution or third-party fundraiser.

5.2.1 You must have clear procedures in place to make sure fundraisers are aware of their safeguarding responsibilities towards themselves, potential donors and one another.

Procedures should set out how fundraisers work with everyone, including:

- the organisers of an activity;
- the children taking part in the activity;
- the parents, guardians or responsible adults of those children; and
- all potential donors, including those in vulnerable circumstances.

5.2.2 You must not, at any time, take advantage of the trust, lack of knowledge, apparent need for care and support, or vulnerable circumstances of an existing or potential donor.

Sector advice on safeguarding and fundraising

National Council for Voluntary Organisations (NCVO):

[People who need safeguarding while fundraising](#)

[Safeguarding for fundraising managers](#)

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Sector advice on treating donors fairly

The Chartered Institute of Fundraising (CioF):
Treating donors fairly

5.2.3 You must give appropriate consideration to the needs of existing or potential donors who may be in vulnerable circumstances or need extra care and support to make an informed decision. This includes:

- not accepting a donation if you know, or have reason to believe, that a person cannot make an informed decision to donate; and
- returning a donation if you discover that the donor could not make an informed decision at the time of the donation.

You are not expected to assess every existing or potential donor's capacity to make an informed decision. However, fundraisers should be alert to signs that someone lacks the capacity to make an informed decision and support them appropriately.

5.2.4 You must take all reasonable steps to avoid asking for regular donations (for example, by direct debit) from anyone aged under 18.

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6. Fundraising partnerships

This section includes information about what charitable institutions need to consider when entering into partnerships with third-party fundraisers, what agreements with third-party fundraisers should contain, what monitoring charitable organisations should do in relation to third-party fundraisers and what some third-party fundraisers must say to donors when fundraising on behalf of a charitable institution.



Legal requirements for professional fundraisers and commercial participators

Professional fundraisers and commercial participators are particular types of third-party fundraisers. What makes a person or an organisation a professional fundraiser or a commercial participator is set out in law. The law also sets particular obligations on what charitable institutions must do if they are working with professional fundraisers or commercial participators and obligations on what professional fundraisers and commercial participators must do and say.

In England and Wales: Professional fundraisers and commercial participators are defined by [section 58 of the Charities Act 1992](#). The legal requirements that apply to them are set out in [part II of the Charities Act 1992](#) and [The Charitable Institutions \(Fund-Raising\) Regulations 1994](#).

In Scotland: Professional fundraisers and commercial participators are defined by [section 79 of the Charities and Trustee Investment \(Scotland\) Act 2005](#). The legal requirements that apply to them are set out in [part 2 of the Charities and Trustee Investment \(Scotland\) Act 2005](#) and [The Charities and Benevolent Fundraising \(Scotland\) Regulations 2009](#).

In Northern Ireland: There is currently no legislation relating to professional fundraisers and commercial participators, but charitable institutions fundraising in Northern Ireland may decide to follow the legal requirements that apply in England and Wales or Scotland as good practice.

Guidance on working with professional fundraisers and commercial participators

Fundraising Regulator:

[Guidance for charitable institutions working with professional fundraisers](#)

[Guidance for charitable institutions working with commercial participators](#)

6.1 Due diligence



In this section, 'you' means a charitable institution.

6.1.1 You must carry out appropriate checks on a third-party fundraiser before entering into an agreement with them. This is to make sure you are reasonably satisfied that they are able to do what you expect them to do and that the relationship is unlikely to damage your reputation.

6.2 Contracts and agreements



In this section, 'you' means a charitable institution.

6.2.1 You must have an appropriate written agreement in place with any third-party fundraiser you work with (unless they are a volunteer, in which case you may decide not to put a written agreement in place).

6.2.2 You must make sure that this agreement provides adequate protection and rights for your charitable institution, taking into account the activity to be carried out under the agreement. In particular, you must be able to end the agreement in a way that allows you to protect your charitable institution's reputation, if this becomes necessary.

6.2.3 You must make sure that this agreement includes appropriate terms about:

- the activities to be carried out by the third-party fundraiser (and if relevant, by you);
- any timescales that apply;
- if the third-party fundraiser will be paid by you, how you will calculate the payment;
- if fundraising materials will be developed or shared, what copyrights you have over these materials;
- handling confidential information;
- how the third-party fundraiser is expected to behave, including keeping to this code;
- complaints procedures and working with us; and
- whether the third-party fundraiser is allowed to subcontract fundraising activities to others and, if so, what standards are in place for subcontracted services.

Guidance on due diligence

Charity Commission for England and Wales (CCEW): [Due diligence, monitoring and verifying the end use of charitable funds](#)

Fundraising Regulator: [Due diligence and fundraising](#)



Legal requirements for written agreements

If the third-party fundraiser falls within the legal definition of a 'professional fundraiser' or 'commercial participator', they are legally required to have a written agreement in place with you. These agreements must be in place before a professional fundraiser begins fundraising on your behalf or before a commercial participator begins a promotion which states that contributions will be given to you.

Legal requirements in Scotland are sometimes different to England and Wales. You must make sure that all written agreements meet the legal requirements of the country where the fundraising will be carried out.

Under **regulations 2 to 3 of The Charitable Institutions (Fund-Raising) Regulations 1994** and **regulation 2 of The Charities and Benevolent Fundraising (Scotland) Regulations 2009**, all agreements with professional fundraisers and commercial participators are legally required to include the following.

- The names and addresses of the charitable institution and the professional fundraiser or commercial participator.
- The date the agreement was signed, how long it is for and any terms relating to amending the agreement or ending it early.
- A statement of the main aims of the agreement and the methods to be used to achieve those aims (and, for agreements with commercial participators, a description of the type of contribution the commercial participator will make to you and the circumstances in which this contribution will be made).
- For agreements with professional fundraisers, how much the professional fundraiser will receive as payment or for expenses and how this will be calculated.

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- For agreements with commercial participators, how much you will receive from the commercial participator and how this will be calculated (as a fixed amount or in percentage terms).
- If more than one charitable institution is involved, details of how the donations will be shared between you.

Additional legal requirements for written agreements in England and Wales

Under **section 59 of the Charities Act 1992**, in England and Wales you are legally required to put review procedures in your written agreements. You are also legally required to include the following details.

- Any voluntary regulation that the professional fundraiser or commercial participator has agreed to keep to.
- How the professional fundraiser or commercial participator will protect vulnerable people and the wider public from unreasonable intrusion on a person's privacy, unreasonably persistent approaches or undue pressure to donate.
- How you will monitor the professional fundraiser or commercial participator to make sure they are keeping to the agreement.

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Sector advice on monitoring

Chartered Institute of Fundraising (CioF): [Successful Partnerships for Sustainable Fundraising](#)

Guidance on monitoring

Fundraising Regulator: [Monitoring fundraising partnerships](#)

CCEW: [Charities and risk management](#)

6.3 Monitoring that fundraisers are keeping to the code

i In this section, 'you' means a charitable institution.

6.3.1 You must make all reasonable efforts to make sure that any third-party fundraisers you work with keep to the code.

6.3.2 You must make all reasonable efforts to monitor whether third-party fundraisers are keeping to the agreement you have with them.

6.4 Solicitation statements for professional fundraisers and commercial participators

i In this section, 'you' means a professional fundraiser or a commercial participator.

Solicitation statements are statements that professional fundraisers and commercial participators must give when fundraising for a charitable institution. They explain how the charitable institution will benefit from the fundraising.

Solicitation statements must also be given by some paid employees, officers and trustees of charitable institutions and connected companies when fundraising for a charitable institution.

Section 2.5 Solicitation statements for paid employees, officers and trustees of charitable institutions and connected companies contains information about these solicitation statements.

6.4.1 You must make sure solicitation statements are clear, accurate and up to date.

6.4.2 You must make a solicitation statement before:

- a potential donor gives any money (or if you are a commercial participator, before a donor buys a product or service); or
- you ask for any financial details relating to the transaction.



Legal requirements for solicitation statements by professional fundraisers and commercial participators

Under section 60 of the Charities Act 1992, The Charitable Institutions (Fund-Raising) Regulations 1994 and regulation 3 of The Charities and Benevolent Fundraising (Scotland) Regulations 2009, you are legally required to make a solicitation statement when fundraising or stating that the sale of a product or service will result in a contribution to a charitable institution.

All solicitation statements are legally required to include:

- the name of the charitable institution or institutions; and
- if there is more than one charitable institution, details of how funds will be shared between them.

Solicitation statements for professional fundraisers are also legally required to include:

- how their payment will be calculated; and
- how much they will be paid for the appeal (or, if they don't know the actual amount, an estimate of the amount calculated as accurately as possible).

Employees of a professional fundraiser should provide a statement about the payment their employer will receive in connection with the appeal, not the payment they personally will receive from their employer (the professional fundraiser).

Solicitation statements for commercial participators are also legally required to include:

- the amount (estimated if necessary) that will be given to, or used for the benefit of, the charitable institution, based on:
 - the amount paid for the goods or services;
 - the amount of any other proceeds of the promotion; or
 - the amount raised from donations made in connection with selling or supplying goods and services.

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There are also legal requirements which apply when a professional fundraiser or commercial participator asks for a donation verbally without the potential donor being present (for example, when fundraising over the phone or during a radio or television programme).

Additional legal requirements for solicitation statements in Scotland: Under The Charities and Benevolent Fundraising (Scotland) Regulations 2009, in Scotland, the standards on solicitation statements also apply to benevolent fundraisers (other than volunteers) carrying out benevolent fundraising. However, unlike professional fundraisers and commercial participators, benevolent fundraisers do not need to state they are getting paid if they give the solicitation statement in writing. Benevolent fundraisers only need to state they are getting paid if they give the solicitation statement verbally.

In Scotland, if a solicitation statement is made verbally by a professional fundraiser or commercial participator (but not a benevolent fundraiser), they are legally required to tell the potential donor that they can ask for this information in writing, regardless of the donation amount and whether the potential donor is present at the time it is made.

Solicitation statements for commercial participators working with charitable institutions registered in Scotland are also legally required to outline whether the commercial participator will receive any payment from the charitable institution as part of this fundraising.

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Legal requirements for solicitation statements where the fundraising is for charitable, philanthropic or benevolent purposes, rather than for the benefit of a charitable institution

In England and Wales: Under section 60 of the Charities Act 1992 and regulation 7 of The Charitable Institutions (Fund-Raising) Regulations 1994, professional fundraisers and commercial participators are also legally required to give solicitation statements if they are fundraising for charitable, philanthropic or benevolent purposes.

In Scotland: Under the Charities and Benevolent Fundraising (Scotland) Regulations 2009, when fundraising for general charitable, benevolent or philanthropic purposes, professional fundraisers and commercial participators must declare this and say how the funds will be shared out.

More information

Cabinet Office: Guidance on Part 2 of the Charities Act 1992

Scottish Charity Regulator (OSCR): Information to be provided by fundraisers

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Part 3: Standards which apply to specific fundraising methods

This part covers the standards that apply to different fundraising methods. You should identify the methods you use to fundraise and meet the standards in the relevant sections. You should read these standards alongside the standards in parts 1 and 2 of the code.



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7. Public fundraising

This section covers collections of money or other property (including goods and regular gifts) for charitable institutions, whether these are carried out on the street, door to door or on private sites. It includes secure collection procedures and standards to make sure you respect people and places.

The law on collecting money or other property varies, depending on how and where the collection takes place. In most cases, for collections on public land you will need a licence or permission to collect from the relevant licensing authority (or in Northern Ireland, the Police Service of Northern Ireland). On private land, you will need permission from the person responsible for the site.

7.1 Behaviour when collecting money or other property



In this section, 'you' means a charitable institution or third-party fundraiser.

7.1.1 While fundraising you must behave in a way which reflects well on the charitable institution and fundraising in general.

For example, you must not act in a way that:


- could reasonably upset or cause anxiety to potential donors;
- is dishonest or manipulative, or tries to make potential donors feel guilty; or
- could damage the reputation of the charitable institution or fundraising in general, including:
 - using inappropriate language or behaving in a crude or aggressive way;
 - smoking, vaping, drinking alcohol and so on; and
 - using your position for personal gain.

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7.1.2 You must be clear and honest about your intention to fundraise when approaching potential donors.

For example, if you are fundraising you must not say that a conversation is ‘not about fundraising’ or lead the person to believe you are asking for a one-off donation if you are asking for regular gifts.

7.2 Street and private-site collections

 If any of the standards in this section contradict or conflict with any conditions included in a licence granted by a licensing authority or in an agreement you have with the owner or manager of a private site, the licence or site agreement will apply.

In this section, ‘you’ means a charitable institution or third-party fundraiser.

7.2.1 You must avoid approaching the public at unsuitable moments. For example, when they are:

- in a queue or sitting down, unless they are at your promotional stand or waiting to take part in your fundraising activity; or
- clearly working or carrying out official duties.



The ‘three step’ rule:

If you have approached a member of the public, you must:

- not take more than three steps alongside them or follow them; and
- if they have not come to a stop within the three steps allowed, you must end your attempt to talk to them.

If you have successfully started a conversation with a person, you can take more than three steps to escort them to a promotional stand or to a different part of a promotional stand.

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7.2.2 You must treat the locations where you are fundraising with respect and must not leave bags or other property unattended, or cause an obstruction or nuisance to the public or other businesses.

For street collections and collections on sites managed by a local authority, this includes not positioning yourself within three metres of:

- a shop entrance;
- a pedestrian crossing;
- a cash machine;
- a station entrance;
- a market stall; or
- a street trader, vendor or busker.

If you have a stand for your collection, you must remain within sight of it.

For private-site collections booked with a retailer, you must work within one metre of the promotional stand (or equivalent). If the collection is taking place at a shopfront, the promotional stand must be no more than one metre away from the shopfront.

7.2.3 You must carry out street fundraising at appropriate times. These are:

- **between 9am and 7pm, Monday to Saturday; and**
- **between 10am and 7pm on Sundays and public holidays.**


If different times are stated in a **Chartered Institute of Fundraising (CioF) site management agreement**, you must keep to the times in the agreement.

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Sector advice on cold calling

Chartered Institute of Fundraising (CioF):
No cold calling zones and stickers

7.3 Door-to-door fundraising

 In this section, 'you' means a charitable institution or third-party fundraiser.

7.3.1 You must not carry out collections at properties where residents have made it clear they do not want to be disturbed. This includes:

- properties with a sign saying 'no cold-callers' or similar; and
- groups of properties in an area where cold-calling is not allowed (no cold-calling zones).

7.3.2 You must approach properties and residents respectfully. This includes:

- taking extra care when visiting properties after dark or in isolated locations;
- not approaching properties in groups of more than two fundraisers at a time;
- only knocking on the front door or main entrance unless a resident asks you to knock somewhere else;
- not asking to enter a property and only entering if you are given clear permission by a resident;
- not using permission from one resident to enter a building which contains separate properties (such as a block of flats) as permission to approach other properties in the building; and
- not stopping residents from shutting their door (for example, by putting your foot in the doorway).

7.3.3 You must carry out door-to-door collections at appropriate times. Unless your licence or an exemption order says otherwise, these are:

- between 9am and 9pm, Monday to Saturday; and
- between 10am and 9pm on Sundays and public holidays.

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If you need to make a second visit to a property for your collection, you can only do this outside the above times if you have permission from the resident.

7.4 Licences, permission and identifying fundraisers



In this section, 'you' means a charitable institution or third-party fundraiser.

7.4.1 You must make sure you have appropriate permission before starting your fundraising activities and that your activities meet the requirements of the licence, permit, exemption order or permission which applies to them.



Requirements of licences and permits

The requirements of licences and permits vary but, in general, you will be expected to:

- apply to the relevant authority in good time before the collection is due to take place;
- only fundraise on the dates, at the times and in the areas that are allowed;
- carry out appropriate due diligence on fundraisers;
- make sure fundraisers meet minimum-age requirements; and
- provide the necessary official materials and appropriate authorisations to fundraisers.

Some licences and permits may also require you to provide the names and details of individual fundraisers in an area. Some charitable institutions will provide a certificate of authority to volunteers or collectors to show they are legitimate fundraisers.

7.4.2 You must make sure fundraisers are suitable for the work they are doing. This includes:

- carrying out appropriate due diligence; and
- making sure fundraisers are at least the minimum age required to carry out the activity.

7.4.3 You must make sure fundraisers have the appropriate official materials and any formal authorisation needed to carry out their fundraising. You must also keep a record of the fundraising materials you issue and when they are returned.



Legal requirements for collection materials in Scotland

Under regulation 4 of The Public Charitable Collections (Scotland) Regulations 1984

organisers of collections are legally required to record:

- the name and address of each collector, and the number of collecting envelopes issued to them; or
- the identification number marked on the collecting box given to each collector.

Identifying fundraisers

7.4.4 You must make sure that fundraisers and vehicles used for fundraising activity can be clearly identified as representing your charitable institution.

Door-to-door, private-site and street fundraisers should be identifiable by clothing that clearly displays the charitable institution's branding. This does not apply to in-aid-of volunteers, or fundraisers who are using a stand that can be identified by the charitable institution's branding.

7.4.5 You must make sure that your fundraisers have appropriate identification for the activity they are carrying out.

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ID badges

Under the code, fundraisers do not need ID badges for the following activities, but fundraisers should be clearly identifiable.

- Distribution and collection of charity bags
- Cash collections by volunteer fundraisers
- Cash collections on private sites (unless the site owner says fundraisers must wear ID badges)

If ID badges are needed, they must:

- be at least the size of a credit card;
- be displayed in a place where potential donors can see them clearly (usually on the upper front part of the fundraiser's body);
- not have been tampered with; and
- be accessible to people with sight difficulties (for example, the information on the ID badge could be available in large print).

All ID badges must contain:

- the identity of the fundraiser;
- a recent photograph of the fundraiser;
- the name of, and contact details for, the charitable institution the fundraiser is collecting for; and
- a signature or other authorisation (such as a company stamp) from the charitable institution or the professional fundraiser who employs the fundraiser.

ID badges for professional fundraisers must also include the name and contact details of the third-party employing the fundraiser.

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7.5 Convenience giving and unstaffed collections



In this section, 'you' means a charitable institution or third-party fundraiser.

Convenience giving and unstaffed collections are easy ways for people to donate money or other property and often don't need a fundraiser to be present. However, it is important that potential donors have access to all the information needed to make an informed donation.

Collection methods for convenience giving include:

- tap-to-donate and other automated collection methods, such as texting a dedicated number or using a QR code; and
- adding donations to payment transactions, for example by rounding up a bill in a shop or restaurant.

Unstaffed collection methods include:

- static collections;
- clothing and goods donation banks; and
- charity bags that are distributed door to door.

Requests for donations through direct marketing are covered in [section 8 Fundraising communications and advertising](#).



Legal requirements for static collection boxes

[Part II of the Charities Act 1992](#) and [part 2 of the Charities and Trustee Investment \(Scotland\) Act 2005](#) set out the legal requirements that apply when another organisation receives a payment or other benefit for managing static collection boxes on your behalf.

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General standards for convenience giving and unstaffed collections

7.5.1 You must make sure that, before making a donation, donors can see clear, accurate and up-to-date information about the collection. This includes:

- the name of the charitable institution receiving the donation; and
- the charitable institution's registration information (charity number or company number) and their contact details.

If a collection is organised by a third-party collector, the information must also include:

- details of how any fundraising partners will be paid as part of the collection; and
- the name and contact details of the collector, if this is different from the charitable institution.

7.5.2 You must make sure donors can easily find the following information.

- Details of any processing fees involved in the donation
- Details of any secondary purpose which donations may be used for

If space is limited and it is not practical to include this information at the location of the collection, you should provide a short link to a webpage containing these details.

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Static collections and clothing and goods donation banks

7.5.3 You must have a written agreement in place with the site manager or owner of the location where the collection is taking place. The agreement must include:

- details of who is responsible for collecting and processing donations;
- details of how and when collections will be made;
- information on how the collector or the site manager or owner can end the arrangement; and
- details of how the site manager or owner must report any theft of donations or damage to the collection box or donation bank.

Donations by text message

7.5.4 You must use charity short codes when asking for donations by text message.

Ofcom is the lead regulator for content, goods and services charged to a phone bill and provide guidance on this topic.

Roundups and automatic donations

7.5.5 If a charitable institution is aware that an organisation is offering a way to automatically add a donation to a payment transaction (such as by rounding up a bill in a shop or restaurant), they must take reasonable steps to make sure the organisation gets the donor's permission (for example, by asking them to tick an opt-in box).

If donors have agreed to make regular payments, for example, with a bank account which includes a donation in every transaction, they will not need to give permission for each individual donation.

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Charity collection bags

7.5.6 You must not distribute charity bags (or related materials) at properties where residents have made it clear they do not want to receive them (for example, with a sign reading ‘no charity bags’ or similar).

Charity bags should meet the standards set out in the Advertising Standards Authority’s (ASA’s) guidance **Charitable door-to-door collection bags**.

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8. Fundraising communications and advertising

This section covers standards related to promoting your fundraising. It also includes standards for fundraising over the phone, by post and through direct messages.

Many fundraising communications take the form of advertising and so are covered by The UK Code of Non-broadcast Advertising and Direct & Promotional Marketing (CAP Code) and The UK Code of Broadcast Advertising (BCAP Code), which are managed by the Advertising Standards Authority (ASA). The ASA offers a range of advice and resources which can help charitable institutions make sure their advertising keeps to their codes.

The ASA's codes do not cover all types of fundraising communication, such as live communication made over the phone or in person, but these are covered by wider consumer-protection laws (such as the Consumer Protection from Unfair Trading Regulations 2008 and the Consumer Rights Act 2015). All types of fundraising communication are expected to meet the standards set out in this section.

8.1 General standards



In this section, 'you' means a charitable institution or third-party fundraiser.

- 8.1.1 You must make sure the content of your fundraising communications, and the methods you use to deliver them, are responsible and suitable for the people they are aimed at.
- 8.1.2 You must not use claims or images in your fundraising communications that people may find shocking merely to attract attention. If you do use shocking content, you should include warnings about this.
- 8.1.3 You must make sure information you include in your fundraising communications about your charitable institution and fundraising activities is accurate.

More information

Government Digital Service: Understanding accessibility requirements for public sector bodies

Sector advice on fundraising communications

CloF: Accuracy and clarity in fundraising

Case studies

8.1.4 You must be able to show that all case studies are representative of real situations.

If any details in a case study have been changed, you must make this clear.

8.1.5 You must get clear and informed permission from any people who could be identified from a case study before you use it.

If the person has died, you must take all reasonable steps to get permission from their estate.

Enclosures

8.1.6 You must take appropriate care when including enclosures in fundraising materials. This includes making sure enclosures:

- strengthen your message and do not encourage someone to make a donation based on guilt or embarrassment;
- are safe for the person receiving them; and
- do not cause undue inconvenience to the person receiving them.

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Legal requirements for fundraising communications

You are legally required to make sure your fundraising communications keep to trademark and copyright law, including The Copyright, Designs and Patents Act 1988 and the Trade Marks Act 1994, and get appropriate permission to use images, logos and so on from the person or organisation who holds the rights to them.

Your public advertisements are legally required to keep to the following.

In England:

- Town and Country Planning Act 1990
- The Control of Advertisements Regulations 2007
- Highways Act 1980

In Scotland:

- Town and Country Planning (Scotland) Act 1997
- The Town and Country Planning (Control of Advertisements) (Scotland) Regulations 1984

In Northern Ireland:

- The Planning (Control of Advertisements) Regulations (Northern Ireland) 2015

8.2 Information that must be included in fundraising communications and online content



In this section, 'you' means a charitable institution or third-party fundraiser.

As well as your main website, you may have other related websites or microsites created for specific campaigns or events. This section covers all websites which host fundraising activity and online media you control, such as social media accounts.

8.2.1 You must make sure your contact details and information about how you process personal data is easy to access on your website and anywhere else you collect personal data.

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8.2.2 If you are fundraising in partnership with one or more charitable institutions, you must state how the money will be split between the organisations.



Legal requirements for fundraising documents

For charities

Section 39 of the Charities Act 2011 sets out the information which registered charities in England and Wales with an income over £10,000 per year are legally required to include in their fundraising documents.

In Scotland, the information that is required in documents relating to registered charities (including Scottish Charitable Incorporated Organisations) is set out in the following.

- **The Charities References in Documents (Scotland) Regulations 2007** (as amended)
- **Scottish Charitable Incorporated Organisations Regulations 2011** as amended by **The Charities (References in Documents) (Miscellaneous Amendment) (Scotland) Regulations 2024**
- **Section 52 of The Charities and Trustee Investment (Scotland) Act 2005**

For registered companies (including charitable companies and community interest companies)

The Company, Limited Liability Partnership and Business (Names and Trading Disclosures) Regulations 2015 set out the legal requirements for registered companies in England, Wales and Northern Ireland. Companies House also provides guidance on information which must appear on **signs, stationery and promotional material**.

Section 112(6) of The Companies Act 1989 and **The Company, Limited Liability Partnership and Business (Names and Trading Disclosures) Regulations 2015** set out the legal requirements for documents relating to registered companies in Scotland.

More information

Fundraising Regulator:
Requirements for fundraising documents



For charitable incorporated organisations

Charitable incorporated organisations (CIOs) are also required to state their names in every document and location in which a charitable company would be required to state its name under **The Company, Limited Liability Partnership and Business (Names and Trading Disclosures) Regulations 2015**. This obligation is set out in **section 211 of the Charities Act 2011**.

Scottish charitable incorporated organisations (SCIOs) are covered by the rules set out above in the 'For charities' section.

8.3 Fundraising calls



In this section, 'you' means a charitable institution or third-party fundraiser.

This section includes all fundraising calls and voicemails that are made to ask for financial donations and other types of donations, such as volunteering time. It does not include administrative calls (although you can use this section as guidance for those calls).

8.3.1 You must not make fundraising calls:

- to anyone you have reason to believe is aged under 16;
- after 9pm, unless the person has asked you to call after that time; or
- by dialling random numbers generated manually or automatically.

8.3.2 You must check the person is happy for you to contact them at that time at the start of a fundraising call.

8.3.3 You must be clear that you are going to ask for financial support during a fundraising call (this includes when leaving a voicemail).

8.3.4 You must make sure your fundraising calls are conducted responsibly. This includes:

- not asking for a financial contribution more than three times in a single call.

Guidance on telephone marketing

Information Commissioner's Office (ICO): **Direct marketing using live calls** and **Telephone marketing**



Legal requirements for fundraising calls

The Privacy and Electronic Communications (EC Directive) Regulations 2003 (PECR) set out a

number of legal requirements relating to phone calls, which will apply to fundraising calls. During fundraising calls, you are legally required to:

- give your name and the name of the charitable institution you are fundraising for;
- make calls from a number which can be identified by the person receiving it and which they can use to return your call;
- provide a valid business address or Freephone number if someone asks how they can contact you; and
- provide an appropriate solicitation statement if you are a professional fundraiser asking for donations.

During fundraising calls, you are legally forbidden from:

- making automated phone calls (calls made by an automated dialling system that plays a recorded message) unless you have the person's permission to do this;
- making silent or abandoned calls;
- calling someone again if they have told you in a call that they are not happy for you to contact them; or
- claiming that marketing calls are administrative calls.

These are just examples and do not represent all the requirements of PECR. Ofcom has provided specific **guidance on persistent misuse of electronic communications**, which includes information about silent calls and other types of nuisance call.

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8.4 Opting out of communications and consent



In this section, 'you' means a charitable institution or third-party fundraiser.

8.4.1 You must have appropriate systems and procedures in place to make sure that:

- you do not send fundraising communications to people who have indicated they do not want to receive them;
- you stop sending fundraising communications to people you know have died;
- you meet your obligations under data-protection legislation; and
- your databases are accurate, and where necessary, kept up to date.

If you do not have specific permission to contact a person, you must check against lists of people who have previously indicated that they don't want to receive fundraising communications, such as the following.

- [Fundraising Preference Service](#)
- [Mailing Preference Service](#)
- [Telephone Preference Service](#)

8.4.2 If you have a person's consent to send them electronic direct marketing, you must:

- offer an easy way for them to withdraw their consent (for example, by providing an 'unsubscribe' link in emails); and
- remind them of their contact preferences and offer an easy way for them to change these (for example, by providing an 'update marketing preferences' link).

8.4.3 You must use a simple opt-out message for people to tell you if they don't want to receive messages from you. This includes offering an option for people to reply to mobile messages to opt out of receiving them.

More information on

Fundraising Regulator:
[Legal requirements for storing, maintaining and sharing data](#)

Fundraising Regulator:
[The rights people have over their data](#)

8.4.4 You must be able to justify how often you contact people about fundraising, balancing the need to communicate with not bombarding people.

8.4.5 You must make sure consent statements included in your fundraising materials are clear, easy to read and suitably prominent.



Legal requirements on opportunities to opt out and consent

Under The Privacy and Electronic Communications (EC Directive) Regulations 2003 (PECR), fundraising communications sent by email or mobile phone are legally required to:

- only be sent to people who have given their consent beforehand;
- include clear procedures for how people can subscribe and unsubscribe;
- offer a way to opt out of marketing messages at no extra cost; and
- include clear information on costs associated with any premium-rate messages.

Under Article 7 of UK GDPR, you are legally required to update the person's record as necessary to reflect any changes to their consent or contact preferences. For more information about consent, see the ICO's guidance on obtaining, recording and managing consent.

Guidance on opting out of communications and consent

Fundraising Regulator: Telephone Preference Service (TPS) compliance checking: quick guide for fundraisers

ICO: Direct marketing guidance

9. Online fundraising platforms

Donation pages can be on a charitable institution's own website or on an online fundraising platform (for example, on another organisation's website). If a charitable institution's own website directs donors to an online fundraising platform that charges fees (including payment transaction fees) for each donation, they should make sure those fees, and how they are charged, are clear.

Money raised through online fundraising platforms may go:

- direct to a charitable institution;
- to a fundraiser (or fundraisers) to pass on to a registered charitable institution; or
- to a beneficiary who is not a charitable institution.

Some online fundraising platforms fall within the definition of a professional fundraiser or commercial participator. **Section 6 Fundraising partnerships** explains the standards they must follow.

This section sets out the standards we expect from online fundraising platforms to make sure fundraising is responsible, clear about fees and in line with the code.

As well as the standards below, online fundraising platforms should see the following sections of the code.

- For more standards on processing donations, see **section 3 Processing donations**.
- For more standards on the relationship between charitable institutions and those carrying out fundraising activities through online fundraising platforms, see **section 4 Volunteers** and **section 10 Events**.

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9.1 Responsibilities of online fundraising platforms



In this section, 'you' means an online fundraising platform.

General standards

9.1.1 You must take all reasonable steps to make sure charitable fundraising on your platform is carried out responsibly. This includes:

- keeping up to date with the code and guidance that we provide;
- following relevant guidance for fundraising platforms;
- removing inappropriate charitable fundraising campaigns; and
- responding appropriately to reasonable requests from charitable institutions.

9.1.2 You must provide users with an easy-to-access link to our guidance for those setting up a fundraising page before they can accept donations on your platform. Users must agree to keep to relevant sections of the code as a condition of using your platform.

If necessary, this will allow you to suspend a user if their page breaks the code.

Fees for hosting a fundraising campaign

Most fundraising tools and platforms will charge a fee, either to the charitable institution or the donor, as part of their business model. Whether this is a fixed amount for each donation, a percentage of the donation or Gift Aid, a subscription by the charity, or an additional payment by the donor, information about these fees and how they are calculated must be clear and easy to find.

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9.1.3 If you charge fees for hosting a fundraising campaign, you must make sure the following information is clearly visible to donors before you ask for their financial details.

- How your fee will be calculated (for example, as a percentage of the Gift Aid on the donation, or as a fixed charge for each donation).
- How much you will receive from their donation. (If you don't know the exact amount at the time of donation, give an example that shows how much you receive on a representative donation of, for example, £10.)
- How your fee can be amended or removed, if this is possible. If the fee can be removed, you must offer a straightforward way for users to do this.



Legal requirements for fundraising platforms

You need to meet all legal requirements that apply to you as an online fundraising platform. These include, but are not limited to, the following.

Data protection: In the UK, **The Information Commissioner's Office** (ICO) is the lead regulator for data protection. It can provide the most up-to-date information on how to keep to the following.

- **Data Protection Act 2018**
- **The UK General Data Protection Regulations (UK GDPR)**
- **The Privacy and Electronic Communications Regulations (PECR)**

Financial services laws and regulations: **The Financial Conduct Authority** (FCA) is responsible for financial services laws and regulations and provides guidance about this.

Further guidance

Fundraising Regulator:

Guidance for fundraising platforms

Online fundraising advice and guidance for the public

Key questions you should ask when donating to an online fundraising appeal

10. Events

Event fundraising is a way to bring communities together to fundraise for a particular cause. This section contains standards for planning and carrying out events (including challenge and virtual events) in the UK or overseas, including getting any permission that is needed to use a site, making sure events are safe and managing the risks responsibly.

10.1 Planning the event



In this section, 'you' means a charitable institution or third-party fundraiser.

10.1.1 You must carry out an appropriate risk assessment before holding an event. This includes:

- being clear about who is insuring against each risk (for example, you or the owner of any building you are using); and
- setting out specific responsibilities and risks when working with a third party.

If you are an employer, you are legally required to carry out a risk assessment under [The Management of Health and Safety at Work Regulations 1999](#) or the [Management of Health and Safety at Work Regulations \(Northern Ireland\) 2000](#).

10.1.2 You must make sure health and safety arrangements are suitable for the event you are holding.

10.1.3 You must have a plan to cover all situations you could reasonably expect at the event and make sure the people involved understand what you expect of them.

10.1.4 You must make sure you have all permission and licences that are needed for the event and meet any relevant local guidance that applies to the event or the site.

Guidance on events in the countryside

Fundraising Regulator:
[Legal requirements for events](#)

England and Wales:
[The Countryside Code](#)

Scotland: [The Scottish Outdoor Access Code](#)

Northern Ireland:
[The Northern Ireland Countryside Code](#)

If you plan to use open access land in England or Wales, you should also make sure your events follow the [Countryside and Rights of Way Act 2000](#). Natural England also provides guidance on [Open access land: management, rights and responsibilities](#).

10.2 Promoting an event

In this section, 'you' means a charitable institution or third-party fundraiser.

10.2.1 You must make sure any materials that encourage people to fundraise as part of an event, and those sent to participants who have signed up for an event, are clear about what is expected of them and how donations will be used. This includes:

- the commitments participants must make;
- whether participants must pay a personal registration fee; and
- whether any part of the money a participant raises will be used to directly benefit them, for example by covering their expenses.

All communications relating to your event must be clear and accurate, in line with [section 8 Fundraising communications and advertising](#) and the [Advertising Standards Authority's rules](#). In particular, you should be clear about how the money raised by the event will be used.

10.3 Recruiting participants and collecting the funds raised



In this section, 'you' means a charitable institution or third-party fundraiser.

10.3.1 You must make sure that, before agreeing to take part in a fundraising event, participants are aware of any conditions for taking part, including:

- any fundraising targets they are expected to meet; and
- any age, level of fitness, preparation or training that is needed to take part safely.

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Legal requirements for recruiting participants

In England, Wales and Scotland, under the **Equality Act 2010** you are legally required to make sure your fundraising events do not discriminate against people with characteristics that are protected by law.

In Northern Ireland, you are legally required to make sure your fundraising events do not discriminate against people with characteristics that are protected by law.

You can find more information about this from:

- in England and Wales: **the Equality and Human Rights Commission**; and
- in Northern Ireland: **the Equality Commission for Northern Ireland**.

If a person has been recruited to take part in an event, you can only refuse to allow this in certain circumstances, such as if they have broken the event conditions or there is a health and safety risk. You must also make sure you have all relevant legal permission, in writing, that you need from participants before the event.

You should consider whether the participants should be treated as professional fundraisers. They are likely to fall within the legal definition of professional fundraisers if they use more than £1,000 of the sponsorship money they raise to pay for their costs to take part in the event.

More information:

- **Section 6 Fundraising partnerships**
- Chartered Institute of Fundraising (CioF): **Challenge Events**.

10.3.2 You must make sure sponsorship forms are clear about any conditions that participants need to meet to receive the sponsorship money (for example, finishing a marathon).

Guidance on events

Fundraising Regulator:
Legal requirements for events

10.3.3 You must have procedures in place to cover how sponsors should be told and refunded if:

- the participant does not meet any conditions that apply; or
- the event is cancelled.

If sponsorship money is given without participation conditions, you may not be able to refund it.

For more information on refunds, see **section 2.2 Accepting, refusing and returning donations**.

10.3.4 Charitable institutions must have procedures to cover:

- how they will follow up on participants who have not met any minimum sponsorship requirements; and
- how participants should follow up donors who have not paid.

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11. Prize competitions and free draws

This section contains information about fundraising for a charitable institution through prize competitions or free draws.

11.1 General requirements



In this section, 'you' means a charitable institution or third-party fundraiser.

11.1.1 If you are fundraising on behalf of a charitable institution through a prize competition or free draw, you must have written authorisation from the charitable institution to do so.

11.1.2 You must publish the name of the organiser and include a clear and simple method of accessing any terms and conditions in communications about prize competitions and free draws.

If you are the organiser of a prize competition or free draw, you must follow the [Code of Non-broadcast Advertising and Direct and Promotional Marketing \(CAP code\)](#). In particular, you must follow the section on [promotional marketing](#).

11.2 The draw



In this section, 'you' means a charitable institution or third-party fundraiser.

Procedure for the draw

11.2.1 You must make sure all valid ticket entries are included in the draw, that the draw is random, and the result is recorded.

If the draw takes place in person, it should be witnessed to make sure it is random.

If the draw is carried out electronically, processes that produce random results (for example, a random-number generator) should be used.

11.2.2 You must tell entrants how the draw will be carried out, and give them clear details of all relevant rules, entry instructions, dates and deadlines.

Procedure after the draw

11.2.3 After the draw you must:

- give the organiser records of tickets and payments for audit purposes;
- take all reasonable steps to contact all winners within seven days of the draw;
- take all reasonable steps to award prizes to the winners; and
- make details of the winners public (unless they objected to this when they entered the draw).

Guidance on prize competitions

Gambling
Commission: **Free
draws and prize
competitions**

Northern Ireland
Department for
Communities: **Leaflet
on prize competitions
in Northern Ireland**

Advertising
Standards Authority
(ASA): **Promotional
marketing: Prize draws**

12. Grant-making bodies (including trusts and foundations)

Grant-making bodies make money available to fund projects within their charitable, philanthropic or benevolent purposes. This section includes standards about applying for, receiving and using these grants.

12.1 Grant applications and monitoring



In this section, 'you' means a charitable institution or third-party fundraiser.

12.1.1 You must prepare your grant applications responsibly. This includes:

- making sure you have appropriate permission to include any referees in your application.

12.1.2 You must act appropriately following the grant decision. This includes:

- making sure you understand and can meet any conditions relating to the grant;
- meeting the administrative requirements of the grant-making body and the terms and conditions of your grant agreement; and
- only appealing against a rejection if you have appropriate reasons.

12.1.3 You must communicate appropriately with the grant-making body. This may include:

- telling them if there are any serious problems with the funded project;
- closely following their reporting guidelines and requirements; and
- asking for, and receiving, their written permission before changing how the grant is spent.

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13. Payroll Giving and post-tax salary donations

This section includes the standards for promoting payroll and post-tax salary donation schemes in the workplace. It includes meeting HM Revenue & Customs' (HMRC's) requirements and making sure that employers and employees have clear expectations about how your scheme works.

There are various types of fundraising within the workplace, and there are specific laws and self-regulation that you should keep to. The code specifically covers donations made direct from an employee's salary in the following ways.

- Payroll Giving – a tax-efficient scheme where donations are taken from employees' pay before tax is taken.
- Post-tax salary donations – where employees' donations are taken from their salary after tax has been taken.

These schemes are only for donations to charities, and must be run through a Payroll Giving agency chosen by the employer. Payroll Giving agencies receive employees' donations which the employer has taken through the payroll. The agencies then pass the donations to the relevant charities. HMRC's website has a [list of currently approved payroll giving agencies](#).

13.1 Payroll Giving and post-tax salary donations



In this section, 'you' means a Payroll Giving agency or professional fundraiser involved in Payroll Giving, unless we tell you otherwise.

13.1.1 You must be clear to donors that they are free to end an agreement to donate at any time.

13.1.2 You must not offer any benefits to donors in return for donating, and must make sure any references to different levels of tax relief are correct.

Charitable institutions which receive Payroll Giving or post-tax salary donations may provide limited benefits in line with [HMRC's guidance on Payroll Giving](#).

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13.1.3 Professional fundraisers involved in Payroll Giving and post-tax salary donations must:

- make sure donors' wishes relating to which charity or charities will receive their donation are followed;
- process and pass information relating to new donors to the charitable institution as soon as possible;
- represent each charity fairly when working for more than one charity; and
- be clear that donors can give to any charity of their choice, even if you are promoting a particular charity.

Professional fundraisers involved in Payroll Giving must also meet the solicitation statement expectations set out in [section 6 Fundraising partnerships](#).

Promoting Payroll Giving and post-tax salary donations in the workplace

13.1.4 You must agree conditions for access (for example, to the workplace) with the relevant employer before discussing donations with employees.

13.1.5 Fundraisers must wear photo ID badges, provided by the organiser of the fundraising activity or the relevant fundraising organisation, at all times when promoting Payroll Giving in the workplace. The ID badges must be worn in a place where they can be seen clearly.



Legal requirements

Payroll Giving agencies and employers using their schemes must keep to [The Charitable Deductions \(Approved Schemes\) Regulations 1986](#).

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14. Legacies

Gifts in wills (legacies) can be a particularly sensitive area of fundraising, so it is important that fundraisers have clear role boundaries. This section sets out standards to avoid undue influence and pressure and manage conflicts of interest while being sensitive to the wishes of the person leaving the gift (the testator) and any conditions they may set.

Sector advice on legacies

CloF: [Introduction to Legacy Fundraising](#)

Institute of Legacy Management (ILM): [Good Practice Guidance](#) and [Legacy Insights](#)

14.1 General responsibilities



In this section, 'you' means a charitable institution or third-party fundraiser, unless we tell you otherwise.

14.1.1 You must make sure that all fundraising activity relating to legacies considers:

- the freedom of the potential testator to provide for their family and others; and
- any sensitive circumstances of the potential testator and their family and friends, where known.

14.1.2 You must make sure any information you provide for potential testators to include in their will or related documents is clear and accurate.

You must be clear that any suggested wording does not represent legal advice. If you provide suggested wording about your charitable institution, this should include the charitable institution's:

- full name and address; and
- registration details (such as the charity number and registered address).


14.1.3 If a potential testator asks you or any of your officers or employees to act as executor, you must consider whether:

- you have the legal power to do this;
- it is in the best interests of your charitable institution; and
- there are any risks or potential conflicts of interest for your charitable institution.

Guidance on raising funds through wills

Charity Commission for England and Wales (CCEW): [Raising funds through wills and charitable legacies](#)


14.2 Communicating in person

 In this section, 'you' means a charitable institution or third-party fundraiser, unless we tell you otherwise.

14.2.1 You must behave respectfully towards potential testators. As part of this, you must make sure that fundraisers:

- are open about the reason for inviting someone to an event where legacies will be discussed;
- do not act in a way which could be considered unreasonably pressurising;
- carry out meetings in a suitable way, which is sensitive to the potential testator's interests and concerns;
- keep a record of meetings and communications with potential testators; and
- accept the potential testator's right to:
 - invite other people to all meetings;
 - decline a meeting; or
 - end a meeting at any time.

14.3 Involving charitable institutions in making a will

 In this section, 'you' means a charitable institution or third-party fundraiser, unless we tell you otherwise.

Close relationships can develop between a fundraiser and a person considering leaving a legacy to a charitable institution. This can lead to the fundraiser benefiting rather than the charitable institution, as a legacy may be left to the individual fundraiser rather than to the charitable institution.

14.3.1 You must make sure fundraisers do not take advantage of a relationship with a potential testator while fundraising. To avoid this, fundraisers:

- must not draft, or be directly involved in drafting, wills in their favour; and
- must tell you about any offer of a personal legacy (rather than a legacy to the charitable institution).

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14.3.2 You must have procedures in place to deal with situations where a potential testator offers a personal legacy to a fundraiser.

If you believe a fundraiser has taken advantage of their position to encourage someone to leave them a personal legacy, you must follow appropriate disciplinary procedures.

14.3.3 There are considerable risks in paying the costs involved in making a will which includes a legacy to your charitable institution. If you choose to do this, you:

- **must not insist that your charitable institution receives a legacy or is appointed as executor in exchange for paying for the will; and**
- **must provide clear information about the service being offered and the testator's options.**

If you are using a will-writing partner, providing clear information includes:

- providing information about the level of legal advice the partner will provide;
- giving the testator at least two partners to choose from, without providing a recommendation; and
- making it clear that the will-writing partner will be acting only in the potential testator's interests and on their instructions.

If you are not using a will-writing partner, providing clear information includes:

- recommending that the potential testator should get independent legal advice.

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Legacies with conditions or for restricted purposes

A testator may set conditions on their legacy, such as how they want the charitable institution to acknowledge the gift. Testators may also say that the legacy must be used for a specific purpose or project.

You will need to consider whether you can meet the conditions or use the legacy for the restricted purpose before you accept it. You may need to get independent legal advice on this. If you cannot meet the conditions or use the legacy for the restricted purposes, you should not accept it.

For more information on accepting and refusing donations, see [**section 2.2 Accepting, refusing and returning donations.**](#)

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Glossary

This section defines the key terms used in the code. All definitions relate to how the terms are used in the context of the code.



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benefit

Something given to a donor (or someone connected to them) in return for their donation. If the value of the benefit is higher than certain limits, the donation will not qualify for Gift Aid.

Visit the [HMRC page of GOV.UK](#) for more information.

benevolent body

In Scotland, any organisation, whether or not it is a charity, which has been set up for charitable, philanthropic or benevolent purposes.

benevolent fundraiser

A person fundraising for, or on behalf of, a benevolent body or connected company.

challenge events

Fundraising events that raise money through sponsorship of a person (or group of people) who is taking part in a specific activity, such as running a marathon or climbing a mountain.

charitable institution

An organisation that was established for purposes which may not be strictly charitable in law, but which are philanthropic or benevolent. This includes charities (registered or exempt), voluntary organisations and community interest companies.

charitable, philanthropic or benevolent purpose

A charitable purpose is one which is considered charitable under relevant laws of England and Wales, Scotland or Northern Ireland. A philanthropic or benevolent purpose is a wider public benefit which is not considered charitable by law. The code covers fundraising carried out for charitable, philanthropic or benevolent purposes

charity

A body which is recognised as a charity under the relevant laws of England and Wales, Scotland or Northern Ireland.

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charity cheques and vouchers

Charity cheques and vouchers are a feature of tax-efficient donor accounts. Donors pay a lump sum or regular amounts into these accounts. They can then use cheques or vouchers to make donations to charitable institutions from these accounts.

The agency managing the account will claim and add Gift Aid to the donation before it is paid. When the charitable institution receives the charity voucher or cheque, it contacts the agency to arrange for the donation to be transferred.

charity short codes

Text-message numbers used to send donations to a charitable institution from mobile phones. Charity short codes are numbers in the 70000 to 70999 range to distinguish them from other short-code services.

cold-calling

An uninvited fundraising visit or phone call where the person being contacted has had no previous or recent relationship with the charitable institution.

collection

A collection of money or other property:

- in public;
 - on private land; or
 - door to door.
-

collector

A person or organisation collecting donations door to door, as part of a street collection or on private land.

commercial participator

A person or business who promotes their goods or services on the understanding that they will make contributions to one or more charitable institutions. This is a legal definition set out in **section 58 of the Charities Act 1992** and **section 79 of the Charities and Trustee Investment (Scotland) Act 2005**.

Professional fundraisers and connected companies are not commercial participators. Some in-aid-of volunteers may be commercial participators.

community interest company (CIC)

A limited company whose main aim is to benefit the community rather than make a private profit.

The code covers fundraising carried out by CICs.

conflict of interest

A situation where a person who is making decisions on behalf of a charitable institution could be (or could be believed to be) influenced by other responsibilities, commitments or relationships.

connected company

A company, such as a trading subsidiary, that is owned or controlled by one or more charitable institutions.

consent

In the context of processing personal data, the Information Commissioner's Office defines consent as: 'any freely given, specific, informed and unambiguous indication of the data subject's wishes by which he or she, by a statement or by a clear affirmative action, signifies agreement to the processing of personal data relating to him or her'.

This means that the person must show they agree to you using their data with a clear, positive action (for example, by ticking an opt-in box).

consent statement

A statement in which an organisation explains how it will use someone's personal data before that person agrees to their data being processed.

convenience giving

Methods of fundraising which allow people to make quick and easy donations (usually of smaller amounts of money) using technology. They include tap-to-donate, rounding up transactions and donating by text message. Often, a fundraiser does not need to be present for convenience giving.

corporate partner

A commercial organisation which provides money, skills or other resources to a charitable institution. If a corporate partner carries out a fundraising activity, it may fall within the definition of a third-party fundraiser or a fundraising partner (or both).

crowdfunding

Raising money for a charitable, philanthropic or benevolent purpose in a way that is not directly linked to a charitable institution's bank account.

The money may be passed on to a charitable institution, or may be used for a personal cause, such as helping a friend or relative with medical expenses.

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direct marketing

Fundraising requests and advertising sent to a particular person. Examples include emails, letters and leaflets.

donation

A gift of money or other property that is voluntarily given and accepted without expecting or receiving something in return.

donor

A person or organisation who gives a donation to a charitable institution.

door-to-door fundraising

Collecting money or other property for charitable, philanthropic or benevolent purposes by going door to door at residential or business properties.

due diligence

Checks made by a charitable institution to assess the risk to their reputation or finances when considering accepting a donation or working with a specific organisation or person.

enclosures

Items or materials included inside direct marketing sent by post.

Examples include:

- thank-you gifts;
 - incentives to donate; and
 - information about the work of the charitable institution.
-

executor

A person or organisation legally responsible for carrying out the wishes a testator has set out in their will.

exemption order

In England, Wales and Northern Ireland, an order which allows organisations to carry out door-to-door collections without individual licences from a licensing authority. In Scotland, exemption orders also apply to street collections.

exempt charity

A charity (such as a university) that is charitable under English law but is not required to register with the Charity Commission.

financial benefit

Benefits (such as tax relief) that a donor receives as a result of making a donation.

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free draw

A competition which:

- is completely free to enter; or
- has free and paid entry methods.

If a free draw has both free and paid entry methods, the system for allocating prizes must not distinguish between the two.

fulfilment house

An organisation that collects or processes (or both) donations on behalf of a charitable institution.

fundraiser

A person who asks for money or other property for a charitable institution or for charitable, benevolent or philanthropic purposes. Fundraisers may be on-behalf-of volunteers, trustees, employed by a charitable institution or employed by a fundraising partner (or its subcontractor).

An in-aid-of volunteer is not considered a fundraiser for the purposes of the code.

fundraising

Asking for money or other property for charitable, benevolent or philanthropic purposes.

fundraising communications

Communications that encourage people to donate, contribute to or take part in fundraising. This includes:

- advertising and marketing communications;
 - information on online fundraising pages;
 - information provided during face-to-face and remote conversations (such as phone calls) with potential donors; and
 - information provided to people who are considering taking part in challenge events.
-

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fundraising partner

An organisation or person who has a formal agreement with a charitable institution to fundraise on its behalf. Fundraising partners may be professional fundraisers or commercial participators.

The term fundraising partner includes subcontractors of fundraising partners and people employed by a fundraising partner (or a subcontractor).

Fundraising Preference Service

A service we run to allow people to ask specific charities to stop contacting them with direct marketing.

Gift Aid

A scheme managed by HMRC, which allows registered charities to claim tax back on eligible donations by UK taxpayers.

governing body

The body responsible for making sure a charitable institution is run effectively and meets the purposes set out in its governing document. Names used for governing bodies include board, management committee, council, trustees and governors.

grant-making body

An organisation that provides funding (known as a grant) to another organisation to carry out particular charitable, philanthropic or benevolent purposes that have been agreed between both organisations.

in-aid-of volunteer

A volunteer who has not been asked or instructed to fundraise by the charitable institution they are collecting donations for.

For more information, please see our [**guidance on volunteers**](#).

lawful basis

A legal reason that allows an organisation to process personal data. The Information Commissioner's Office defines the [**six lawful bases**](#).

legacy

A gift left to a charitable institution by a person in their will.

legitimate interest

One of the six legal reasons (lawful bases) that allows an organisation to process personal data. The Information Commissioner's Office defines the [**six lawful bases**](#).

licensing authority

The body with the legal power to issue licences for door-to-door and street collections.

Mailing Preference Service (MPS)

A service which allows people to request that they do not receive direct marketing they have not asked for or agreed to receive to their postal address.

model regulations

England and Wales only

Regulations which apply to street collections for money and which are set out in the Charitable Collections (Transitional Provisions) Order 1974. Many, but not all, licensing authorities follow the model regulations.

It is generally accepted that the model regulations do not apply to street collections which ask people to sign up to make regular donations by direct debit.

monitoring

Checks made by a charitable institution to make sure their fundraising partners are behaving responsibly and in line with the terms of their agreements.

on-behalf-of volunteer

A volunteer who has been asked or instructed to fundraise for a charitable institution.

For more information, please see our [guidance on volunteers](#).

online fundraising platform

Websites and apps which allow charitable institutions, people and businesses to crowdfund for charitable, philanthropic or benevolent purposes.

Many online fundraising platforms also allow people to raise money for personal causes, but this activity is not covered by the code.

online content

Information, other than advertising, from charitable institutions about their fundraising activity that appears in online spaces they control, such as their websites and social media pages.

opt in

Where a person gives consent by showing, through a clear positive action (for example, by ticking an unticked box), that they want a particular organisation or group of organisations to contact them.

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opt out

Where a person asks not to receive communications from a particular organisation or group of organisations (either to stop receiving any communications or just those sent by a specific communication method).

Payroll Giving

A way of giving money through the Pay As You Earn (PAYE) system from someone's wages or pension to charity without paying tax on it. Payroll Giving is sometimes called 'give as you earn' or 'workplace giving'.

Payroll Giving agency

A charity recognised by HMRC for the purpose of handling Payroll Giving.

personal data

Information or data which can be used to directly or indirectly identify a living person.

The Information Commissioner's Office provides [more details on personal data](#).

prize competition

A competition which requires a level of knowledge, judgement or skill that will prevent a significant proportion of people from entering or winning a prize.

private land

Land which is privately owned. This may include land which members of the public have access to, such as shopping centres.

private site

A site on private land for which there is an agreement with the property owner or manager which allows fundraising to take place. If an agreement is in place, it usually applies to commercially owned land which members of the public have access to, such as shopping centres.

proceeds

All money and all other property given in response to an appeal.

processing (personal data)

Any action you take with someone's personal data. This includes organising, restructuring and updating it. Simply holding someone's data counts as processing even if you don't do anything else with it.

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professional fundraiser

A person carrying on a fundraising business or (with some exclusions) any other person who gets paid to raise funds for the benefit of a charitable institution. This is a legal definition set out in **section 58 of the Charities Act 1992** and **section 79 of the Charities and Trustee Investment (Scotland) Act 2005**.

Commercial participators and connected companies are not professional fundraisers.

professional fundraising organisation

An organisation that works with businesses and charities to promote Payroll Giving in the workplace.

public charitable collection

A collection for charitable, philanthropic or benevolent purposes carried out on the street, in a public place or door to door.

public place

England and Wales

Any highway or any other place which, at the time of the fundraising, members of the public are allowed access to and which is not in a building (other than public areas in stations, airports, shopping precincts or similar). It does not include any place which the public can only access with a ticket or after paying an entrance fee, or as a result of permission being given for the fundraising.

Scotland

Any place (whether a main road or route or not) which members of the public have unrestricted access to. It includes the doorways or entrances of premises next to the public place and any shared passageway, close, court, stairs, garden or yard relevant to any tenement or group of separately owned houses.

Northern Ireland

Any street, road or highway and any place which, at the time of the fundraising, all or some members of the public have access to. This can be because they have a public right to be there, because they have paid an entrance fee or because they have been given permission (direct or otherwise).

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QR code (quick response code)

An image which can be scanned by a mobile device to direct users to a specific website or app. QR codes can be used to take potential donors straight to a donation site or a page containing more information about a charitable institution.

registered charity

An organisation registered with:

- the Charity Commission for England and Wales;
 - the Scottish Charity Regulator; or
 - the Charity Commission for Northern Ireland.
-

relevant authority

The person or organisation which a charitable institution or a third-party fundraiser needs to apply to for permission or a licence to fundraise. For fundraising on public land, the relevant authority will be the relevant licensing authority. For fundraising on private land, it will usually be the site owner or manager.

restricted purpose

When a charitable institution asks for donations for a specific project or piece of work (for example, to buy a piece of medical equipment or fix a church roof).

round-up

A fundraising approach where businesses allow customers to choose to round up their bill or payment (for example, to the nearest £1 or £10), and donate the additional amount to a charitable institution.

sealed collection box

A sealed container used by fundraisers to collect cash donations. These are usually returned to the charitable institution so they can be reused.

Self-assembly boxes provided to in-aid-of volunteers and open containers with branded stickers are not considered sealed collection boxes.

solicitation statement

Statements that professional fundraisers and commercial participators (and those employed by them) must make by law when fundraising for a charitable institution.

Trustees, officers and staff of charitable institutions must also make solicitation statements if they are fundraising on behalf of their institution and being paid above a certain amount.

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sponsorship form

A form where a donor agrees to donate through an in-aid-of or on-behalf-of volunteer. These donations are often made on the condition that the volunteer completes a challenge event.

static collection

A collection using collecting boxes which stay in one place – either on the floor or on counters in places such as shops, pubs, hotels, hospitals and reception areas.

street

England and Wales, and Northern Ireland

Includes any highway, public bridge, road, lane, footpath, square, court, alley or passageway, whether or not this is a main road or route.

Scotland

Has the same meaning as ‘public place (Scotland)’.

street collections

Collections of money or other property made on a street for charitable, philanthropic or benevolent purposes.

tap-to-donate

A method of making electronic donations of a specific amount to a charitable institution using contactless payment tools (such as a debit card or mobile phone).

This could be on the institution’s own premises (such as in a museum or stately home) or at a separate location.

Telephone Preference Service (TPS)

A service which allows people and businesses to request they do not receive live sales and marketing calls that they have not asked for or agreed to receive. This includes fundraising calls.

testator

Someone who makes a will.

third-party fundraiser

Organisations or people that a charitable institution has authorised to fundraise on its behalf. They may be on-behalf-of volunteers, professional fundraisers, fundraising partners, commercial participators or corporate partners.

unstaffed collection

Methods of donating money or other property which do not need a fundraiser to be present.

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Glossary

unsubscribe

To cancel a subscription to a service or communication.

virtual events

Fundraising events which take place fully or partly online. Examples include video quizzes and live-streamed gaming marathons.

volunteer

A person who, without payment or other significant benefit (not including expenses), raises money or is involved in a fundraising activity for a charitable institution. See also in-aid-of volunteer and on-behalf-of volunteer.

vulnerable circumstances

A state in which a person is especially susceptible to harm due to their personal circumstances. Vulnerable circumstances can vary from day-to-day, which may affect the person's behaviour or decisions and means that a flexible response is needed.

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Agenda item:6.3

NAME OF COMMITTEE Charitable Funds Committee	DATE 16 June 2025
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Subject:	Review of the current Charity Strategy 2022 - 2025
Approved and presented by:	Helen Bushell Director of Corporate Governance/Board Secretary
Prepared by:	Martin O'Brien – Interim Charity Manager
Other Committees and meetings considered at:	N/A

PURPOSE:
To bring to the attention of the Charitable Funds Committee that the current Charity Strategy 2022 – 2025 requires a review, update and publication.

RECOMMENDATION(S):
The Charitable Funds Committee is asked to:

- NOTE** that the current Charity Strategy 2022 – 2025 requires a review, update and publication and that an appropriate review will be undertaken with a revised draft returning to Committee ready for the 2026-29 period.

Action to review of the Charity Strategy will be undertaken with a draft paper being returned to the Charitable Funds Committee for review and comment.

Approve/Take Assurance	Discuss	Note
Y	N	Y

ALIGNMENT WITH THE HEALTH BOARD'S WELLBEING OBJECTIVES:

1. Focus on Wellbeing	Y
2. Provide Early Help and Support	Y/N
3. Tackle the Big Four	Y/N
4. Enable Joined up Care	Y/N
5. Develop Workforce Futures	Y/N
6. Promote Innovative Environments	Y
7. Put Digital First	Y/N
8. Transforming in Partnership	Y/N

EXECUTIVE SUMMARY:

The current Charity Strategy 2022 – 2025 requires a review. It is the intention of the Interim Charity Manager to undertake this review with support from appropriate personnel and return a draft Charity Strategy 2026 – 2029 for review, comment and subsequent approval.

CHARITY STRATEGY REVIEW:

The current Charity Strategy 2022 – 2025 requires a review, updating and publication.

The review of the Charity Strategy will build on the Expenditure Strategy session held earlier in the year and including the early considerations of an Income Strategy and the new challenges soon to be posed to the proposed Head of Charities role.

Utilising a Theory of Change approach and developing a desk top SWOT analysis of our Charity we can identify and propose the key objectives and performance indicators for the relevant period of the revised Charity Strategy.

NEXT STEPS:

The Interim Charity Manager together with the Director of Corporate Governance/Board Secretary, will determine how best to undertake the complete review of the current Charity Strategy 2022 – 2025, involving peers, Fund Managers and Charitable Funds Committee members where appropriate.

A revised strategy will return to the Committee at the appropriate meeting.

Any feedback or contribution is welcome from the Committee.

IMPACT ASSESSMENT

This section must be completed for all strategic organisational decisions including approval of health board policies.

QUALITY:

	No impact	Negative	Positive	Both
Safe				
Timely				
Effective				
Efficient				
Equitable				
Person Centred				
Workforce				
Leadership				
Culture				
Information				
Learn, Improve, Research				
Whole Systems Approach				

A Quality Impact Assessment must be undertaken for all reports requesting approval, ratification or decision in line with health board Duty of Quality processes (under development). In this space you should provide supporting narrative to explain the potential adverse and positive impacts that may arise from a decision being taken, and the steps being taken to mitigate adverse impacts. Where required, the full Quality Impact Assessment should be available as a supporting document to inform the decision making process.

EQUALITY:

	No impact	Negative	Positive	Both
Age				
Disability				
Gender reassignment				
Marriage / civil partnership				
Pregnancy / maternity				
Race				
Religion or Belief				
Gender				
Sexual Orientation				
Welsh Language				
Socio-economic status				
Social exclusion				
Carers				

An Equality Impact Assessment must be undertaken for all reports requesting approval, ratification or decision in line with health board Equality Impact Assessment policies and procedures (CGP009). In this space you should provide supporting narrative to explain the potential adverse and positive impacts that may arise from a decision being taken, and the steps being taken to mitigate adverse impacts. Where required, the full Equality Impact Assessment should be available as a supporting document to inform the decision making process.

RISK ASSESSMENT:

	Level of risk identified			
	Very Low (0-3)	Low (4-8)	Moderate (9-12)	High (15-25)
Clinical				
Financial				
Corporate				
Operational				
Reputational				

A Risk Assessment should be undertaken for all reports requesting approval, ratification or decision in line with health board Risk Management Framework CGP005. In this space you should briefly describe the key risks and the steps being taken to manage them, and also how these risks relate to the Board's stated Risk Appetite.

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PTHB

CHARITY STRATEGY

2022-2025

November 2022

Review of the PTHB Charity Strategy
2022 - 2025

Charitable Funds Committee
16 June 2025
Agenda item: 6.3a

1. Background

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 (charity no 1057902).

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 Powys 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 2006. 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.

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. 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.

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: 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.

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

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.

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2. The Charity's role in improving the health and wellbeing of Powys

The remit and scope of PTHB Charity has increased dramatically since appointing its first dedicated full-time staff member in early 2020. The Charity team has continued to expand along with its presence and reach amongst NHS staff and the public throughout the pandemic. Being the official NHS charity for Powys during this challenging time saw an increased relevance for its work. The Charity will, therefore, build upon this moving forward as it implements its new strategy.

As an NHS charity, PTHB Charity can help to develop new partnerships between the public health sector and the voluntary health sector. The 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, the Charity can help ensure better outcomes for NHS patients and their families. This has been a vital area for the Charity in the past and will continue to remain a significant priority for support following the impact of COVID-19.

Where possible, the 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 two years has allowed for greater collaboration between NHS charities. Maintaining a strong relationship and open dialogue, particularly with Welsh NHS and third sector colleagues, can ensure the Charity is as knowledgeable, responsive and effective as possible within its field.

3. Fundraising and investment

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

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of the health and wellbeing of Powys. The Charity will continue to annually review the investment strategy, taking advice as appropriate.

The Health Board's charitable funds can be invested in a number of different forms 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 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 Charity.

Ethical Policy

The Charity and its Corporate Trustee, Powys Teaching Health Board, in line with the ethos of patient care, will attempt to consider that all investments are ethically and environmentally sound and are not opposed to the purpose of the Charity. The Charity will continue to monitor and review its ethical policy on a regular basis to ensure it reflects the values and the expectations of its audiences and stakeholders.

Attitude to Risk

The Charity's objectives are to achieve a balanced return between income and capital, adopting a medium risk approach and complying with the Trustee Investment Acts. The Charity's investment portfolio management is led by its appointed investment managers, Brewin Dolphin.

Investment portfolio objectives are to be achieved using the following considerations:

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Expected return: The Charity recognises that the average long run (15 year) anticipated total return from a Brewin Dolphin Risk Category 6 portfolio is 7.5% per annum.

Operational risk: The Charity is a going concern without input from its investment funds. The operational risk of the funds is linked to the amount of income payable to the beneficiaries. Consequently, inflation is the principal operational risk.

Timescale: The Charity considers the funds to be long-term investment funds.

Diversification: The Charity recognises that financial assets are volatile and that their value can go down as well as up. The investment manager's risk measures for a Category 6 portfolio falls between 9% and 15%.

Income: Income yield is to be targeted at circa 3% per annum.

Cashflows: The Charity does not anticipate any cashflow requirements in the short-term or near future.

Fundraising

With growing scope and ambition, the Charity has a view to building on its current fundraising strengths and addressing known areas of weakness. The Charity saw an increased focus and attention as a result of the COVID-19 pandemic in 2020, which positively impacted fundraising and income generation. Annual income almost doubled from £208k to £392k with income streams also diversifying to incorporate community donations, national fundraising appeals in partnership with other charities, and accessing grant funding, in addition to legacy donations.

Moving forwards, the challenge for PTHB Charity is to maintain this increased level and diversity of income and ensure it retains sustainable levels of income and expenditure in the medium to long term.

Key fundraising aims for the Charity include:

- to develop both internal and external perceptions about PTHB Charity;
- to mainstream a commitment to promoting PTHB Charity as a key charity in Powys, with clear charitable objectives, and;

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- to provide focus for activities and clarity of purpose and direction for staff, volunteers, and community members.

To achieve the above, the Charity will attempt to maximise the potential of its new brand in engaging new audiences whilst ensuring it retains its existing invested supporters. The Charity has expanded its core staff team in line with its increased resources and ambitious aims. It will continue to seek opportunities to sustainably scale up which will also allow it to generate additional income to secure its long-term sustainability and viability.

4. The Charity's vision and values

Wherever possible, the Charity will strive to support the health and wellbeing of the people of Powys in the following ways:

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.

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5. Strategic priorities and key deliverables

The following priorities and objectives will outline a clear and consistent identity for the Charity. They will help to build its profile and increase the impact of its work through greater engagement and strategic investment. This strategy will ensure PTHB 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. - 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.

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	<ul style="list-style-type: none"> - 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>	
<p>Upholding Our Civic Mission</p>	
<p>What our Stakeholders said:</p>	<p>What we will deliver:</p>
<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.

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Linked PTHB IMTP Objectives:

- 1. Take action to reduce health inequalities and improve population health.
- 17. Enhance the health board's role in partnership and citizenship, maximising opportunities for volunteering and healthcare careers.
- 20. Implement ambitious commitments to carbon reduction, biodiversity enhancement and environmental wellbeing

Enhancing NHS Services

What our Stakeholders said:

The Charity can provide transformational opportunities for learning, training and initiatives that can greatly improve the working environment for staff and enhance patient experience.

What we will deliver:

- 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.
- 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.

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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

What our Stakeholders said:

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.

What we will deliver:

- A strong and successful brand for PTHB 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.

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	<ul style="list-style-type: none"> - Engaging campaigns to widen PTHB 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.
<p><u>Linked PTHB IMTP Objectives:</u></p> <p>15. Deliver improvements to staff wellbeing and engagement, working closely with Trade Unions in Social Partnership on key joint priorities.</p> <p>23. Develop and implement key actions to enhance integrated/partnership system working in Wales and England.</p>	

6. Delivery and Monitoring

This strategy, along with the accompanying risk register will be kept under regular review as and when needed by the Charity in order to inform decision making and future developments. Any updates will be noted accordingly.

Delivery of this strategy will be led by the Charity team and overseen by the Charitable Funds Committee and the Powys Teaching Health Board.

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Appendix 1a – PTHB Charity Strategy Risk Assessment

RISK DESCRIPTION	Mitigation	Score
Disruption to the Charity's operations due to poor governance	<ul style="list-style-type: none"> • Board agreed Committee structure and Risk Management Framework. • Assurance Framework – Board agreed principles and approach. • Policies related to – gifts and hospitality, donations, use of charitable funds, legal fees, concerns etc. • Regular internal audit arrangements in place and focused on risk areas. • Annual external audit arrangements in place following review from Audit Wales (2022). • Annual Governance Programme has been agreed by the Board. • Self-assessment against ICO 12-steps undertaken. • Health Board Electronic Information Asset Register developed, piloted and populated with pilot services assets. • Mandatory IG e-learning training updated to reflect GDPR for all service areas across the HB. • Updated Intranet and Internet GDPR pages with fair processing / privacy notices (patients and staff). • Appointment of a Charity Manager to more closely manage policy and governance. 	<p>Likelihood = 2 Impact = 4</p> <p>Risk rating = 8</p>
Mismanagement of charitable funds	<ul style="list-style-type: none"> • Financial control measures are in place to ensure there are appropriate levels of delegation and authority with regards to the funds (approval and procurement). • An Annual Charity Workplan has been created, with detailed actions to review and improve governance and strategy which has been approved by the Board and CF Committee. • Appointment of a Charity Manager to more closely manage policy and governance. • Up to date Charitable Funds policy and guidance (FCP) for staff. 	<p>Likelihood = 2 Impact = 4</p> <p>Risk rating = 8</p>
Providing funding for services or projects which should fall under the core provision of the NHS/Health Board.	<ul style="list-style-type: none"> • Financial control measures are in place to ensure there are appropriate levels of delegation and authority with regards to the funds (approval and procurement). • Appointment of a Charity Manager to more closely manage policy and governance. 	<p>Likelihood = 2 Impact = 4</p> <p>Risk rating = 8</p>

RISK DESCRIPTION	Mitigation	Score
	<ul style="list-style-type: none"> • A clear has been created, with detailed actions to review and improve governance and strategy which has been approved by the Board and CF Committee. • Regular review of the Charity's terms of reference and governing documents to ensure its ongoing compliance with legal and regulator requirements. • Ongoing dialogue with internal and external auditors with regards to decision making processes. • Participation in all-Wales and all-NHS discussion regarding funding criteria and decision making and channels to disseminate communications to Board members. • Regular guidance and training for new and existing Board members with regards to the definition of core and non-core expenditure. 	
Brand / reputational damage to the Charity and or Health Board	<ul style="list-style-type: none"> • Creation of a comprehensive Charity strategy and accompanying action plan, to establish an appropriate and engaging Charity brand as well as developing stronger relationships with key stakeholders. • Investment fund managers (Brewin Dolphin) appointed with a clear remit to manage investment of the Charity's funds responsibly and cautiously, which is regularly monitored. • Generation of positive news coverage through newly established social channels and press releases. • Collaboration with third sector partners to develop a more effective response to emerging health priorities, such as COVID-19 response and recovery. 	<p>Likelihood = 2 Impact = 4</p> <p>Risk rating = 8</p>
Inability to fulfil criteria of designated funding	<ul style="list-style-type: none"> • Creation of bespoke delivery plans for harder to access and restricted funds. • Clear guidance provided for donors and staff members to clarify the legal remit of charitable funds. • Control measures in place to ensure donor details and declarations are recorded at the point of donation. • Supporting information on legacy donations and appropriate Health Board contacts available from the Health Board website. 	<p>Likelihood = 3 Impact = 2</p> <p>Risk rating = 6</p>
Charity becomes unsustainable	<ul style="list-style-type: none"> • Appointment of Investment Managers to responsibly manage the investment of Charitable Funds. • Implementation of a sound investment strategy with an appropriate level of risk, which is regularly reviewed. 	<p>Likelihood = 2 Impact = 5</p> <p>Risk rating = 10</p>

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RISK DESCRIPTION	Mitigation	Score
	<ul style="list-style-type: none"> Development of a comprehensive Fundraising strategy to maximise income generation opportunities for the Charity and develop stronger relationships with stakeholders. 	
Beneficiaries are unable to access funding	<ul style="list-style-type: none"> Development of clear strategies/management plans for restricted/designated funds, particularly those that are inactive for longer than 12 months. Ensure thorough guidance on charitable funds is always available to staff and beneficiaries through the PTHB website, and relevant Microsoft SharePoint pages. Appointment of designated Charity ambassadors for service areas and community hospitals to support the equitable use and implementation of charitable funds. Maintain regular communication with staff through the Charity's communication channels (internal and external newsletters, Microsoft SharePoint, social media channels). 	<p>Likelihood = 2 Impact = 3</p> <p>Risk rating = 6</p>
Funding projects that duplicate existing work / or that impact Health board plans	<ul style="list-style-type: none"> An application process for projects which incorporates input from relevant service managers/leads and review by the Executive Committee prior to approval. Implementation of Digital Governance Board requirements for all projects which involve electronic/digital systems or which process personal information/data, prior to procurement. 	<p>Likelihood = 3 Impact = 3</p> <p>Risk rating = 9</p>
New Charity brand fails to engage stakeholders	<ul style="list-style-type: none"> Ensure the views of key stakeholders influence the creation and refinement of the Charity brand throughout the development process. Seek ongoing feedback on the brand and its communication from stakeholders through regular audience evaluation surveys. Retain the ability to adapt and develop the voice, tone and messaging of the Charity as needed. Development of a long-term stakeholder engagement strategy to retain and expand the Charity's key audiences. 	<p>Likelihood = 2 Impact = 4</p> <p>Risk rating = 8</p>
Charity alienates existing Powys third sector organisations	<ul style="list-style-type: none"> Development of a long-term stakeholder engagement strategy to retain and expand the Charity's key audiences. Encourage a wide variety of local and specific charitable donation options (including other third sector organisations) at a service or facility level as an 	<p>Likelihood = 2 Impact = 3</p> <p>Risk rating = 6</p>

RISK DESCRIPTION	Mitigation	Score
	option for patients, staff and their families – even if they do not provide a direct benefit to the Charity. This can and should be curated regularly at a local level to maintain relevance for the above audiences.	

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Powys Teaching Health Board Glossary (juni 25)

Acronym	
ADoECP	Associate Director of Estates, Capital & Property
CEO	Chief Executive Officer
DCG	Director of Corporate Governance
DIT	Director of Improvement & Transformation
EMD	Executive Medical Director
ED PH	Executive Director of Public Health
ED P&C	Executive Director of People and Culture
ED PP&C	Executive Director of Planning, Performance and Commissioning
ED FCSS	Executive Director of Finance, Capital & Support Services
ED AHPHSD	Executive Director of Allied Health Professions, Health Sciences and Digital
ED NQW&FH	Executive Director of Nursing, Quality, Women and Family Health
EDPCCMH	Executive Director of Primary Care, Community & Mental Health
ABUHB Aneurin Bevan University Health Board	
AFC Agenda for Change	
AGW The Auditor General for Wales	
AHPs Allied Health Professionals	
ALN Additional Learning Needs	
AO Accountable Officer	
ARAC Audit, Risk and Assurance Committee	
ASM Accelerated Sustainable Model	
AR Audit Recommendations	
BAF Board Assurance Framework	
BCUHB Betsi Cadwaladr University Health Board	
BMA British Medical Association	
CAAP Clinical associate in applied psychology	
CAMHS Child and Adolescent Mental Health Services	
CCN Childrens Community Nursing	
CEMT Chief Executive Management Team	
CHC Continuing Health Care	
CIW Care Inspectorate for Wales	
CLIP Collaborative Learning in Practice	
CNO Chief Nursing Officer	
CPD Continued Professional Development	

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CPR	Child Practice Review
CRR	Corporate Risk Register
CSP	Clinical Service Plan
CTMUHB	Cwm Taff Morgannwg University Health Board
CV	Curriculum Vitae
CVUHB	Cardiff and Vale University Health Board
CWMPAS	Mid and West Wales Regional Safeguarding Adults Board
CYSUR	Mid and West Wales Regional Safeguarding Children Board
CTC	Care Transfer Co-ordinator
CCOMG	Complex Care Operational Management Group
DATIX	Incident Management System
D&P	Delivery and Performance Committee
DCG	Delivery Co-ordination Group
DGH	District General Hospital
DHCW	Digital Health and Care Wales
DNA	Did not Attend
DNACPR	Do Not Attempt Cardio-Pulmonary Resuscitation
DPA	Data Protection Act
DToC	Delayed Transfer of Care
D2RA	Discharge to Recover and Assess
DST	Decision Support Tool
EASC	Emergency Ambulance Services Committee
EOG	Executive Oversight Group
EOY	End of Year
EMRTS	Emergency Medical Retrieval & Transfer Service
EPMA	Electronic Prescribing and Medicines Administration
ESR	Electronic Staff Record
EMI	Elderly Mentally Infirm
FBC	Full Business Case
FOI	Freedom of Information
FFT	Friends and Family Test
FTE	Full Time Equivalent
F&P	Finance and Performance Committee
GDS	General Dental Services
GIRFT	Getting It Right First Time
GMC	General Medical Council
GMS	General Medical Services
GP	General Practitioner
GNCC	General Nursing Complex Care Team

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H&S	Health and Safety
HCA	Health Care Assistant
HCS	Health and Care Standards
HCSW	Health Care Support Worker
HDUHB	Hywel Dda University Health Board
HEIW	Health Education and Improvement Wales
HIW	Healthcare Inspectorate Wales
HP	Health Protection
HPF	Healthcare Professionals Forum
ICF	Integrated Care Funding
IEN	Internationally Educated Nurse
IG	Information Governance
IM	Independent Members
IMTP	Integrated Medium Term Plan
IP&C	Infection Prevention and Control
IQPF	Integrated Quality Performance Framework
IQPG	Integrated Quality & Performance Group
IQPR	Integrated Quality Performance Report
IT	Information Technology
JAG	Joint Advisory Group (on Gastrointestinal Endoscopy)
JCC	Joint Commissioning Committee
JD	Job Description
JET	Joint Executive Team
JIPCA	Joint Inspection of Child Protection Arrangements
JLT	Joint Leadership Team (PTHB and PCC)
JR	Judicial Review
KPI	Key Performance Indicator
LoF	League of Friends
LA	Local Authority
LHB	Learning Health Board
LMC	Local Medical Committee
LPF	Local Partnership Forum
LRF	Local Resilience Forum
LTA	Long Term Agreement
MD	Ministerial Direction
MDTs	Multi-Disciplinary Teams
MEG	Medical E-Governance System
MEG	Main Expenditure Group
MH	Mental Health
MHD	Mental Health & Learning Disability

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MIU	Minor Injury Unit
MOU	Memorandum of Understanding
MOA	Memorandum of Agreement
MSK	Musculoskeletal
MV	Mass Vaccination
NHSE	National Health Service England
NHS	National Health Service
NHSWE	NHS Wales Executive
NICE	National Institute of Health and Clinical Excellence
NRI	Nationally Reportable Incidents
NWSSP	NHS Wales Shared Services Partnership
NNA	Nursing Needs Assessment
OBC	Outline Business Case
OCP	Organisational Change Process
OOB	Out of County
OOH	Out of Hours
OSCE	Objective Structured Clinical Examination
OT	Occupational Therapy
PA	Physician Associate
PADR	Personal Appraisal Development Review
PAVO	Powys Association of Voluntary Organisations
PCC	Powys County Council
PEQS	Patient Experience, Quality and Safety Committee
PHE	Public Health England
PHW	Public Health Wales
PPPH	Planning, Partnerships and Population Health Committee
PSB	Public Service Board
PSOW	Public Services Ombudsman for Wales
PTHB	Powys Teaching Health Board
PTR	Putting Things Right
P&C	People and Culture Committee
QA	Quality Assurance
RaTS	Remuneration and Terms of Service Committee
RCN	Royal College of Nursing
RIIC	Research, Innovation & Improvement Coordination
RIF	Regional Investment Fund
RISP	Radiology Information System Procurement
RJAH	Robert Jones and Agnes Hunt
RN	Registered Nurse
RPB	Regional Partnership Board

RTT	Referral to Treatment
RTS	Routemap To Sustainability
Q1 Q2 Q3 Q4	Quarter 1 (April, May, June), Quarter 2 (July, August, September), Quarter 3 (October, November, December), Quarter 4 (January, February, March)
QSEG	Quality, Safety and Experience Group
SAR	Subject Access Request
SAS	Specialty and Specialist
SBAR	Situation, Background, Assessment, Recommendation
SBUHB	Swansea Bay University Health Board
SDEC	Same Day Emergency Care
SLA	Service Level Agreement
SOC	Strategy Outline Case
SOP	Standard Operating Procedure
SaTH	Shrewsbury and Telford Hospital NHS Trust
SPB	Strategic Programme Board
SRO	Senior Responsible Owner
TI	Targeted Intervention
ToR	Terms of Reference
TRAC	Online Recruitment Management System
T&V	Transformation & Value
VERS	Voluntary Early Release Scheme
WAST	Welsh Ambulance Services NHS Trust
W&C	Workforce and Culture Committee
WCCIS	Welsh Community Care Information System
WG	Welsh Government
WHC	Welsh Health Circular
WHSSC	Welsh Health Specialised Service Committee
WNB	Was Not Brought
WOD	Workforce and Organisational Development
WPAS	Welsh Patient Administration System
WPOCT	Welsh Point of Care Test System
WTE	Whole Time Equivalent
WVT	Wye Valley Trust
YTD	Year to Date

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