

Charitable Funds Committee


Wed 01 December 2021, 14:00 - 17:00

Teams

Agenda

14:00 - 14:00
0 min


1. PRELIMINARY MATTERS


 CF Committee Agenda 011221.pdf (2 pages)

1.1. Welcome and apologies

1.2. Declarations of interest

1.3. Minutes from the previous meeting held on 02 June 2021 and 15 June 2021 for approval

 CF_Item_1.3a_Charitable Funds Unconfirmed Minutes_02June21.pdf (9 pages)

 CF_Item_1.3b_Charitable Funds Unconfirmed Minutes_15June21.pdf (4 pages)

1.4. Charitable Funds Action Log

 CF_Item_1.4_Action Log.pdf (6 pages)

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2. ITEMS FOR APPROVAL/RATIFICATION/DECISION


2.1. General Funds bid for ratification

 CF_Item_2.1_Bids for Ratification.pdf (12 pages)


2.2. COVID response fund applications: Approved applications (for ratification)

 CF_Item_2.2_Applications to COVID response fund.pdf (15 pages)

2.3. Expenditure approved under delegate authority since the last meeting (for ratification)

 CF_Item_2.3_Expenditure approved under delegated authority.pdf (5 pages)

2.4. Charity annual workplan

 CF_Item_2.4_Charity Annual Workplan.pdf (16 pages)

2.5. Charity Marketing/ Brand Development Procurement

 CF_Item_2.5_Charity marketing and brand development proposal.pdf (34 pages)

2.6. Charity Budget

 CF_Item_2.6_Charity Budget.pdf (6 pages)

2.7. Small grants scheme third phase

 CF_Item_2.7_PAVO Small Grants Scheme.pdf (7 pages)

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3. ITEMS FOR DISCUSSION

3.1. Charity activity & income report

 CF_Item_3.1_Charity Activity Report.pdf (15 pages)

3.2. charitable funds financial summary report

 CF_Item_3.2_Charitable Funds Financial Summary Report.pdf (10 pages)

3.3. Charity Annual Report Initial Draft


 CF_Item_3.3_Annual Report and Accounts Draft.pdf (44 pages)


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4. ITEMS FOR INFORMATION


4.1. Investment managers update report and guidance on ethical investments


 CF_Item_4.1a_Investment manager guidance on ethical investments.pdf (32 pages)

 CF_Item_4.1b_21 12 01 Trustee Meeting with vals - SECURE.pdf (25 pages)

 CF_Item_4.1c_Risk Guide.pdf (28 pages)

4.2. Project evaluation updates

 CF_Item_4.2_Covid response fund project updates.pdf (15 pages)

 CF_Item_4.2a_Project evaluation update.pdf (3 pages)

14:00 - 14:00
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5. OTHER MATTERS

5.1. Any other urgent business

5.2. Date of next meeting:

2nd March 2022

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**POWYS TEACHING HEALTH BOARD
CHARITABLE FUNDS COMMITTEE
WEDNESDAY 01 DECEMBER 2021
2.00PM – 3.45PM
VIRTUAL MEETING**



**GIG
CYMRU
NHS
WALES**

Bwrdd Iechyd
Addysgu Powys
Powys Teaching
Health Board

AGENDA

Item	Title	Timing	Presenter
1	PRELIMINARY MATTERS - 2.05pm		
1.1	Welcome and apologies	N/A	Chair
1.2	Declarations of interest	N/A	All
1.3	Minutes from the previous meeting for ratification	5 minutes	Chair
1.4	Action log from previous meetings	5 minutes	Chair / Charity Manager
2	ITEMS FOR APPROVAL/RATIFICATION/DECISION - 2.15pm		
2.1	General funds bid for ratification	5 minutes	Charity Manager
2.2	COVID response fund applications 1. Approved applications (for ratification)	5 minutes	Charity Manager
2.3	Expenditure approved under delegated authority since the last meeting (for ratification)	5 minutes	Head of Financial Services
2.4	Charity annual workplan	5 minutes	Charity Manager
2.5	Charity marketing / brand development procurement	5 minutes	Charity Manager
2.6	Charity budget	5 minutes	Charity Manager
2.7	Small grants scheme third phase	5 minutes	Charity Manager

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3	ITEMS FOR DISCUSSION – 2.50pm		
3.1	Charity activity & income report	5 minutes	Charity Manager
3.2	Charitable funds financial summary report	5 minutes	Head of Financial Services
3.3	Charity annual report initial draft	10 minutes	Head of Financial Services / Charity Manager
4	ITEMS FOR INFORMATION – 3.10pm		
4.1	Investment manager update report and presentation	30 minutes	Brewin Dolphin
4.2	Project evaluation updates	5 minutes	Charity Manager
5	OTHER MATTERS – 3.45pm		
5.1	Any other urgent business	Oral	Chair
5.2	Date of the next meeting: <ul style="list-style-type: none"> 2nd March 2022 		

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UNCONFIRMED

**MINUTES OF THE CHARITABLE FUNDS COMMITTEE MEETING
HELD ON WEDNESDAY 2 JUNE 2021
VIA MICROSOFT TEAMS**

Present:

Vivienne Harpwood	Chair (Committee Chair)
Tony Thomas	Independent Member (Committee Vice Chair)
Trish Buchan	Independent Member (Third Sector)
Mark Taylor	Independent Member (Capital and Estates)
Pete Hopgood	Director of Finance and IT

In Attendance:

Alison Davies	Director of Nursing
Abe Sampson	Charity Manager
Rani Mallison	Board Secretary
Julie Rowles	Director of Workforce and Organisational Development (Joined at 3pm for item 2.1c)
Louise Turner	Workforce Planning Manager (Joined at 3pm for item 2.1c)
Sarah Pritchard	Head of Financial Services
Shania Jones	Charity Administrative Support Officer

Apologies

None

CF/21/52	WELCOME & APOLOGIES FOR ABSENCE The Chair welcomed members to the Committee. Apologies for absence were noted as recorded above.
CF/21/53	DECLARATIONS OF INTEREST The Chair INVITED any declarations of interest in relation to items on the agenda. No interests were declared.
CF/21/54	MINUTES OF PREVIOUS MEETING HELD ON 4 MARCH 2021 The minutes of the meeting held on 4 March 2021 were RECEIVED and AGREED as being a true and accurate record.

CF/21/55	<p>MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING</p> <p>No matters arising were declared.</p>
CF/21/56	<p>ACTION LOG</p> <p>The Committee received the action log and the following updates were provided.</p> <p>CF/21/25 - The Governance review was intended for the Committee meeting in June. Due to time restrictions the item was pushed back and will be taken to the next Committee meeting in September.</p>
<p>ITEMS FOR APPROVAL, RATIFICATION OR DECISION</p>	
CF/21/57	<p>GENERAL BIDS FOR APPROVAL</p> <p>The Committee discussed the following Bids seeking approval from General Funds:</p> <p>1) SENSORY GARDEN FOR COMMUNITY MENTAL HEALTH TEAM</p> <p>The Charity Manager presented the sensory garden for community mental health team and it was noted that the project is looking for input from third sector parties and patient beneficiaries during the development of the project. The project will incorporate the PTHB Green Bees initiative and has sought quotations from various suppliers for the work.</p> <p><i>The project leads need to link with the estate department as it is work on the external infrastructure.</i></p> <p>The Charity Manager reassured Committee that project leads will be made aware before any work is undertaken.</p> <p><i>When will the work start?</i></p> <p>The Charity Manager explained that the project will need some lead in time, and should be completed approximately two months.</p> <p><i>The equality impact assessment will have a positive impact on beneficiaries and protected characteristics. Therefore, it should be identified.</i></p>

The Charity Manager explained that the equality impact assessment will be built into the future evaluation process.

Is the difference between £6,716 and £8,060 related to VAT?

The Charity Manager confirmed that the total difference is in relation to VAT.

The Committee DISCUSSED and APPROVED the sensory garden for community mental health team bid.

2) IPAD CARTS FOR BRECON HOSPITAL

The Charity Manager presented the bid to Committee for iPads carts for Brecon Hospital to help patients with family visitation and contact during restrictions. It was highlighted to the Committee that the project proposal had found issues with the use of the iPads. For example, patients can find it difficult to use which can lead to stress. The project identified a solution to improve the experience when patients are using iPads for virtual visits.

This could have potential benefits and can be seen as an enabling factor for individuals who lack the capacity or have difficulty with the use of technology.

The Charity Manager agree with the comment and further explained that this proposal will have many benefits, for example it will minimise the need for staff intervention.

The Committee DISCUSSED and APPROVED the iPad carts for Brecon Hospital.

3) HEALTH AND CARE ACADEMY PROPOSAL

The Director of Workforce and Organisational Development presented the proposal regarding the Health and Care Academy funding. This bid asked for support from Charitable Funds to enhance the offer for the Academy. The funding is to provide state of the art technology and the furnishings to enhance the look of the building. The Health Board's core funding and other funding streams are covering the basics necessary for operation but with Charitable Funds there is an opportunity to go above and beyond, making Basil Webb the flagship for future Health and Care Academy projects.

This scheme is a joint funded scheme between the local authority and the local Health Board. Please clarify the extent of the financial commitment this business model receiving from other partners?

The Director of Workforce and Organisational Development explained that it was a scheme supported by the Integrated Care Fund therefore, it was originally part of the Regional Partnership Board approach to development of the Health and Care strategy. This project does have partners across the Health Board and local authority as it is not just a Health Board scheme. However, there is no match funding via Powys County Council.

There is a lack of clarity surrounding the business case, it would be helpful to have more understanding around the outcomes and how will it remain sustainable. What is the financial model that underpins and supports that?

The Director of Workforce and Organisational Development explained that it is part of the development route in relation to staff and provision of the building. There is a business case for the educational aspects but not for the equipment and technology which is what the funding would be for.

Th Director of Finance and IT explained there is a capital investment which oversees the building to ensure that it is fit for purpose to serve the educational and training needs. Any additional developments which will enhance training would be based on another individual case to ensure that those financial needs are met. This proposal is solely around the IT and equipment that can enhance the core programme.

There is a lack of training opportunities and facilities within Powys, this academy will be a step forward to help improve that situation. However, there needs to be clarity surrounding the basic outline as to where this will go.

Why should funding this project fall on the Health Board when it includes providing education for children which is under the jurisdiction of the Powys County Council?

The Director of Workforce and Organisational Development explained that the project is not focused on providing education but the Health Board's social responsibility and its long term strategy. The Health and

	<p>Care Strategy identifies the Health Board's responsibility regarding the population, which requires the Health Board to encourage and support the wider population. This can be done by linking to schools and providing a new and innovative scheme. It is an opportunity for the Committee to invest in the development of workforce.</p> <p>The Committee DISCUSSED the Health and Care Academy Proposal and agreed that there will be an interim meeting held in order to discuss the issues raised and gain further understand of the scope of the project which will include the contribution from the partners.</p> <p><i>Louise Richards and Julie Rowles joined for item 2.1c only.</i></p>
CF/21/58	<p>COVID-19 RESPONSE FUND</p> <p>The Charity Manager presented the paper which included a list of proposals below £10,000 threshold which had previously been agreed by Executive Committee and Gold Group, and was presented to Charitable Funds Committee for ratification.</p> <p><i>Is this approval process more efficient in regard to good governance?</i></p> <p>The Board Secretary and Charity Manager confirmed that this approval process is the appropriate course for the COVID-19 response fund.</p> <p><i>Do the bids have an appointed executor director or authorising manager to take responsibility?</i></p> <p>The Charity Manager assured the Committee that all bids are previously signed/approved by an executor director or an authorising manager. However, due to COVID-19 majority of bids are signed off digitally therefore, there is no hard signature within the papers.</p> <p><i>There are different branches of the COVID-19 Response fund, it is not clear which element of the funds are being utilised for these proposals.</i></p> <p>The Charity Manager clarified that there were three branches for the COVID-19 Response fund. There is a discrepancy between the expenditure that has been committed to projects and the projects that had been approved. In terms of approving projects, the Charity are now into the third (and</p>

	<p>final) branch of funding but there is a delay between projects being approved committed, and finalised.</p> <p><i>Funding provided for the COVID-19 response fund came in different stages, these stages have different criteria. Is that correct?</i></p> <p>The Charity Manager clarified that there were different stages of funding awarded from NHS Charities Together with different criteria. The first stage was the COVID-19 Response Fund and there have been three individual rounds to this particular stage of funding. The second and third stages will be looked at separately as a joint project because these stages are aimed at community partnership and recovery. These stages will be developed with the Regional Partnership Board (RPB) as part of the requirement to work in partnership.</p> <p><i>It would be helpful for the Committee to have a review paper to help understand where the Charity is.</i></p> <p>The Board Secretary informed the Committee that there is a paper due outlining the COVID response phases and process to be brought forward to Committee next Charitable funds meeting.</p> <p>The Committee DISCUSSED and RATIFIED the COVID response fund.</p>
CF/21/59	<p>EXPENDITURE APPROVED UNDER DELEGATED AUTHORITY SINCE THE LAST MEETING</p> <p>The Head of Financial Services presented the report to the Committee.</p> <p>It was highlighted the four items brought to Committee under the delegated authority which came to the total of £14,500.</p> <p><i>Regarding the telehealth facilitator, the amount is just under the threshold of £10,000 and the projects indicated there is a potential extension. If this is the case should the funded be classed in one stage which would take it over the delegated threshold?</i></p> <p>The Head of Financial Services explained that this had been reviewed at a previous meeting but will be reviewed in detail and reported back to the Committee.</p>

	<p>ACTION: The Head of Financial Services and Charity Manager will confirm the extension details and feedback to the Committee.</p> <p>The Committee DISCUSSED and APPROVED the expenditure under delegated authority.</p> <p><i>Rani Mallison left the meeting.</i></p>
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ITEMS FOR DISCUSSION

CF/21/60	<p>CHARITY ACTIVITY & INCOME REPORT</p> <p>The Charity Manager presented the report to the Committee and highlighted the key community donations made since the last Committee meeting. There was a significant contribution from a legacy which is a substantial area of donation for the Charity. There is an aim to develop sources around legacies to help inform the community, increase that donation and how these legacies are used to help the people of Powys.</p> <p>The Charity has been increasing its digital impact and there are digital campaigns in development for example, the NHS Birthday on the 5 July which will link in with the NHS Charities Together Big Tea Campaign. This is aimed to be a staff wide event and the Charity aims to mark the occasion with positive stories and reflecting on the last 12 months. The aim is to use campaign to build up the Charity engagement on social media and awareness of the Charity. The Charity will be celebrating their 25th anniversary in September, therefore the aim is to have a short campaign surrounding that occasion.</p> <p>The Charity will aim to pilot a new evaluation programme for projects. The evaluation is to help capture a standardised set of data as well as the unique aspects/stories of projects funded by the Charity.</p> <p>It was noted that the end of life care project is currently working on full detailed report regarding the evaluation that had been undertaken on Powys staff, the public and existing end of life care services. This will be shared with the Committee once received.</p>
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	The Committee DISCUSSED and NOTED the Charity activity & income report.
CF/21/61	<p>CHARITABLE FUNDS FINANCIAL SUMMARY REPORT</p> <p>The Head of Financial Services presented the Committee the financial summary report which highlighted the full year from April 2020 to 31 March 2021.</p> <p>It was noted that overall funds have increased by £65,000 compared to the 1 April 2020. There has been spending and a decrease in legacy funds. However, general funds have increased which is due to changes in services over the last 12 months.</p> <p>It was raised that there has been significant amount of money received for the COVID-19 fund this year, thus the income threshold has been breached. This means that the Charity will need to undergo a full statutory audit for the financial year 2021 and likely the following financial year in 2022.</p> <p><i>The enhanced audit, what will that mean to the Charity in practical terms?</i></p> <p>The Head of Financial Services explained Charity commissioning guidance surrounding an independent examination and audit is not clear therefore, further enquiry will need to be considered. However, the understanding is that an independent examination would check figures within the accounts and assume the transactions underlining were appropriate. Whereas, a full audit would investigate deeper into financial controls and systems with in-depth sampling of income and expenditure transactions. It was noted that Audit Wales will carry out the audit and the Committee will be continuously cited on this.</p> <p><i>Is the Charity under obligation to use Audit Wales?</i></p> <p>The Head of Financial Services confirmed there is a requirement for NHS Charities to use Audit Wales for consistency.</p> <p>The Committee DISCUSSED and NOTED the Charitable Funds financial summary report.</p> <p><i>Rani Mallison re-joined the meeting.</i></p>
ITEMS FOR INFORMATION	

CF/21/62	<p>INVESTMENT MANAGERS UPDATE REPORT</p> <p>The Head of Financial Services presented the report to Committee and it was noted that the Charity received an income of £77,000 during the year 2020-21. The book value from the start of investment to approximately 15 months ago, the fund value has increased by £430,000 in comparison to money invested.</p> <p><i>If there is an additional income from investments, is the Charity spending it?</i></p> <p>The Director of Finance and IT assured the Committee that the Charity will be spending the funds, meeting the purpose that they are intended for. Part of reason for the new Charity staff roles is for promoting the income generation as well as the finding the best use of funds.</p> <p><i>When will the Committee review the investment portfolio to ensure that investments continue to abide by the ethical policy?</i></p> <p>The Director of Finance and IT explained that the criteria was agreed with Brewin Dolphin at the time. It will need to be confirmed if there is a review period but Brewin Dolphin are acting on the instructions given at that time. This can be reviewed and brought back to Committee at a future meeting.</p> <p>ACTION: The Director of Finance and IT to review portfolio criteria and discuss with the investment manager.</p> <p>The Committee DISCUSSED and NOTED the investment managers updated report.</p>
CF/22/63	<p>SMALL GRANT SCHEME INTERIM REPORT</p> <p>The Committee NOTED the paper.</p>
CF/21/64	<p>ANY OTHER URGENT BUSINESS</p> <p>No other urgent business was declared.</p>
CF/21/65	<p>DATE OF NEXT MEETING</p> <p>Thursday 23rd September 2021, 10:00AM, Via Microsoft Teams</p>

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**MINUTES OF THE CHARITABLE FUNDS COMMITTEE MEETING
HELD ON TUESDAY 15 JUNE 2021
VIA MICROSOFT TEAMS**

Present:

Vivienne Harpwood	Chair (Committee Chair)
Tony Thomas	Independent Member (Committee Vice Chair)
Trish Buchan	Independent Member (Third Sector)
Mark Taylor	Independent Member (Capital and Estates)
Pete Hopgood	Director of Finance and IT

In Attendance:

Carol Shillabeer	Chief Executive
Alison Davies	Director of Nursing
Abe Sampson	Charity Manager
Rani Mallison	Board Secretary
Julie Rowles	Director of Workforce and Organisational Development
Shania Jones	Charity Administrative Support Officer

Apologies

None

CF/21/66	WELCOME & APOLOGIES FOR ABSENCE The Chair welcomed members to the Committee. Apologies for absence were noted as recorded above.
CF/21/67	DECLARATIONS OF INTEREST The Chair INVITED any declarations of interest in relation to items on the agenda. No interests were declared.
ITEMS FOR APPROVAL, RATIFICATION OR DECISION	
CF/21/68	HEALTH AND CARE ACADEMY PROPOSAL The Director of Workforce and Organisational Development presented the paper to the Committee. The paper focused on what equipment is needed and outlined the costs for the Health and Care Academy.

	<p>It was noted that the running of pilot study for the Health and Care Academy at Basil Webb will not require any additional cost, as it will be supported by existing staff and PTHB resources.</p> <p>It was highlighted that if Charitable Funds Committee did not support the project, that Academy would have a basic environment to provide individuals and staff. However, the aim of the proposal is to fund an environment that is above and beyond essential provision for individuals to learn in.</p> <p>The majority of courses that will be provided are already funded by educational providers and the Health Board currently has a post-education budget which is used to buy training from providers. The fundamental difference the Health and Care Academy will make is the ability to provide education and training within Powys for Powys. The aim is to expand the number of trained staff within the county and to build provisions within the workplace.</p> <p><i>Is this the most appropriate funding route?</i></p> <p><i>If there is additional work added, will there be other bids to Charitable Funds Committee?</i></p> <p><i>It was noted that this will aid in education of children, if so should this funding be provided by Powys County Council.</i></p> <p>The Director of Workforce and Organisational Development explained that Charitable Funds requested a review to understand if there was need for additional funding and development for staff where the Charity could provide above and beyond additions.</p> <p>There will not be an overspend in capital for the building, as the work being conducted at Basil Webb will be completed within the budget. If there was a change in a capital request it was sourced via alternative routes. This proposal is to provide technology equipment for learning that will go above and beyond the basic equipment e.g. tables and chairs.</p> <p>In relation to education for children, this is not taking over the responsibility of the local authority. This is expanding an offer into schools for children making the decision about their careers and meeting the Health Board's social responsibilities to the individuals and children within school.</p> <p>The Chief Executive commented on the proposal and explained it is important to consider the Charity's objectives and doing the work for the people of Powys. This project</p>
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	<p>works towards the Health Board's civil responsibility to the development of Powys.</p> <p>It was highlighted that the project would not have been strongly supported by the Chief Executive if it did not have a great benefit for the Health Board's development.</p> <p>The Charity Manager explained the Charity's core objectives which is a broad remit to go above and beyond for the health and wellbeing for the people of Powys.</p> <p><i>The proposal classed the Health and Care Academy as 'state of the art'. If the Health Board commits to this objective, there needs to be an understanding on how to maintain state of the art equipment throughout. It is also important to mirror this investment in the North of Powys in regard to equitable access.</i></p> <p><i>As a Health Board it would be important to look at a strategic approach to investing in development opportunities and in particularly for individuals who are at a disadvantage, in line with the new focus on equality impact. Perhaps the Charitable Funds Committee could investigate a bursary scheme to help with looked after children or individuals who are disadvantaged?</i></p> <p>The Chair highlighted the key charitable funds objectives which included providing funds at their discretion for any charitable purpose in relation to the National Health Service, wholly or mainly for services provided by Powys Teaching Health Board (PTHB). The purpose of the funds is for the benefit of patients or staff. The Chair noted that there is no reason to prohibit the Charity from funding this proposal. The funds will help to boost the scope of the Academy and will have a significant benefit to the impact of PTHB securing additional funding and opportunities in future.</p> <p>The Director of Finance and IT additionally commented and explained that if approved the spending is inline with purpose and priorities of Charitable Funds. There are also no unintentional financial consequences of the spend and the spend is not dependent on any other funding or another revenue stream. Any further development of the offer will be subject to its own individual business case as the Health Board moves forward to the next phase.</p> <p><i>The location of the building is South Powys, what about individuals and children in North Powys?</i></p>
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	<p>The Director of Workforce and Organisational Development explained that the North Powys project is a key element to the future of this proposal, this is part of a whole county model. The Health Board will be working with schools in the North if the pilot is successful in the South. The project is starting in South Powys, there is no intention to exclude people from the North.</p> <p><i>If the Health Board are to facilitate young people's access to this education, will this improve the Health Board's relationship with the local authority in terms of future funding and opportunities?</i></p> <p>The Director of Workforce and Organisational Development agreed that in terms of education, the local authority is a key part of the Workforce Futures Programme Board. The Health Board is working towards developing stronger links with the local authority. The Health Board is aware of the opportunities that may arise as a part of the grow Mid-Wales type of approach. The council is very keen to discuss with the Health Board how to capitalise on that moving forward.</p> <p>The Committee DISCUSSED and APPROVED the Health and Care Academy proposal.</p>
ITEMS FOR DISCUSSION	
CF/21/69	There are no items for inclusion in this section.
ITEMS FOR INFORMATION	
CF/21/70	<p>DATE OF NEXT MEETING</p> <p>Thursday 23rd September 2021, 10:00AM, Via Microsoft Teams</p>

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Key:

Completed
Not yet due
Due
Overdue

CHARITABLE FUNDS COMMITTEE ACTION LOG (December 2021)

CF Minute	Meeting Date	Action	Responsible	Progress	Completed
CF/21/59	2 June 2021	Provide confirmation regarding the extension details on funding just under the delegated threshold for the telehealth facilitator.	Charity Manager and Head of Financial Services	<u>23 September 2021</u> The extension expenditure noted at the June meeting was from the agreed extension in December 2020. This additional funding loophole had been flagged prior to approval.	
CF/21/62	2 June 2021	Review the investment portfolio ethical policy criteria and discuss with the investment manager.	Director of Finance and IT	<u>23 September 2021</u> Following a discussion with the Investment Manager, they have produced a presentation to provide guidance on refreshing ethical policy criteria.	

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				The investment manager will also attend the December charitable funds committee meeting.	
CF/21/47	4 March 2021	An annual review of delegated levels to be built into the workplan for the Charitable Funds Committee.	Charity Manager	<u>23 September 2021</u> This has been added to the annual workplan. <u>02 June 2021</u> This will be added to the updated workplan, to be presented at the September Committee meeting.	
CF/21/25	3 December 2020	The Charity Manager to bring additional guidance and information on the context for core and non-core expenditure in addition to the set delegation levels for the Committee to review.	Charity Manager	<u>01 December 2021</u> This item will return to the next Committee meeting which will allow for more time for discussion. <u>23 September 2021</u> This work has been split into separate items with a new framework for approving expenditure being developed.	

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				<p><u>02 June 2021</u> The Governance review was intended for the Committee meeting in June. Due to time restrictions the item was pushed back and will be taken to the next Committee meeting in September.</p> <p><u>04 March 2021</u> Information on the delegation levels will be presented with clarity on core vs non-core guidelines to be shared following an internal review of charity governance.</p>	
<p>CF/18/41 MENTAL HEALTH CHARITABLE FUNDS EXPENDITURE PLAN</p> <p>Jones, Shenja 11/26/2021 11:00:21</p>	<p>12 July 2019</p>	<p>Arrange for Committee member visit to locations supported by Charitable Funds (e.g. Ystradgynlais Day Room or Welshpool Palliative Care Unit)</p>	<p>Charity Manager</p>	<p><u>02 June 2021</u> Small grants scheme projects are eager to share their project impacts with the Charity. A suitable date will be identified for them to present and speak to the Committee later in the year.</p>	

				<u>03 February 2020</u> To be considered in the development of a Programme of Visibility for Board Members <u>01 July 2020</u> Delayed until COVID-19 protocols are relaxed.	
CF/19/53 STAFF EXCELLENCE AWARD	3 February 2020	The Director of Finance and IT would seek confirmation that the support of the Charitable Fund would be formally recognised at the Staff Excellence Awards	Director of Finance and IT	<u>01 July 2020</u> The Awards have been postponed but it will be ensured that the support from Charitable Funds will be formally recognised at the Awards.	
CF/19/60 SCANNING AND THE BIG FOUR	3 February 2020	It was queried whether the Charitable Fund could support the procurement of mobile scanning equipment. This item will return to the Committee in due course.	Charity Manager	<u>02 June 2021</u> A funding proposal for scanning equipment is currently in development. <u>01 July 2020</u> Charity Manager to follow up and investigate this item.	
<u>ACTIONS PREVIOUSLY AGREED AS COMPLETED</u>					
CF/21/48	4 March	Additional emphasis on exit	Charity Manager	<u>02 June 2021</u>	

	2021	strategies to be placed in applicant guidance notes for funds.		Grant guidance has been updated.	
CF/21/45	4 March 2021	Charity Manager to contact NHS Charities Together to organise a thank you card from the Charity.	Charity Manager	<u>02 June 2021</u> A thank you card has now been sent.	
CF/21/41	4 March 2021	The Charity Manager will ensure that all future bids will have clear confirmation regarding who had authorised the bid and how it was authorised e.g. email/signature.	Charity Manager	<u>02 June 2021</u> Proposals presented to the Committee for approval have now been updated to reflect this.	
CF/21/26	3 December 2020	Charity Manager to bring updated feedback from PAVO small grants scheme to the next Committee meeting.	Charity Manager	<u>02 June 2021</u> An interim evaluation report on the scheme has been included in the Committee papers. <u>04 March 2021</u> Due to their current commitments, PAVO have requested some additional time to complete their latest report. As this will miss	

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				the timing of the meeting the Charity manager will circulate the report to the Committee members via email once it is ready.	
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Jones, Shenja
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AGENDA ITEM: 2.1

Charitable Funds Committee		DATE OF MEETING: 01 December 2021
Subject:	Bids for Ratification	
Approved and Presented by:	Charity Manager	
Prepared by:	Charity Manager	
Considered by Executive Committee on:	See below	
Other Committees and meetings considered at:	Executive Meeting of the Board (29 th September 2021)	

PURPOSE:

Receive items for approval from the Powys General Fund and items over £10,000 in value.

RECOMMENDATION(S):

The Charitable Funds Committee is requested to RATIFY the funding for the following:

- **Nurse training bursaries 4 year programme**

Approval/Ratification/Decision¹	Discussion	Information
✓	x	x

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

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

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

EXECUTIVE SUMMARY:

This paper is to request the Charitable Funds Committee ratify the following application to the Powys General Purpose Charitable Funds which was approved at the Executive Meeting of the Board, 29th September 2021:

- **Nurse training bursaries 4-year programme - £59,488 per year (£238,000 in total)**

DETAILED BACKGROUND AND ASSESSMENT:

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

Items over £10,000 from local funds and £5,000 from the COVID Response Fund must also receive approval from the Charitable Funds Committee as it is above the delegated limit set by the Committee.

Details of the bid to the Powys General Purpose Fund can be found at Appendix 1.

The proposal for the Health Board's commitment to funding nurse training posts was supported by the executive committee in June 2021 and approved at the Executive Meeting of the Board (acting on behalf of the Charitable Funds Committee) on 29th September 2021.

NEXT STEPS:

None as a result of this paper.

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

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

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

Jones, Shania
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Bids for Approval

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Charitable Funds Committee
01 December 2021
Agenda Item: 2.1

Appendix 1 – Nurse training bursaries

PTHB Charitable Funds Large Application Form

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

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

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

The purpose of this proposal is to seek funding support of £59,488 per year for the next 4 years to support 4 candidates from our Powys Community to join a new initiative recruiting local Powys residents to newly created Healthcare Support Worker (HCSW)/ Registered Nurse (RN) Training Posts. This will provide a total of 8 new training roles that will be above and beyond what is currently provided through core funding.

A new proposal has recently been approved by PTHB Executive Board with financial investment in 4 new HCSW/nurse training roles on an annual basis over the next 10-14 years. This is above and beyond our current approach to provide training for current staff and makes use of the available training opportunities. These roles have been advertised externally with the aim of increasing our utilisation of the funded pre-registration nurse training places allocated to PTHB by HEIW. The proposal will be delivered in partnership with the Open University who will provide the academic nursing distance learning programme. Their entry criteria for the programme is very wide and inclusive, making this an opportunity many Powys residents would be eligible for. Up until now, this opportunity has only been available to current PTHB HCSWs. The creation of these new roles provides an opportunity to Powys residents who normally would not be able to access nurse training in this

flexible and supportive way, building on our reputation as a Teaching Health Board.

The recruitment process is well underway and the first round of shortlisting has been completed. There were 120 applications submitted, with 41 meeting the essential criteria and being successfully shortlisted to go on to the next recruitment stage. On analysis of the initial data, 41 successful applicants have been shortlisted; **26 of these are Powys residents.**

Ultimately, the aim of the proposal is to offer a new and innovative way of increasing our supply of RNs by maximising the use of the available funded training opportunities from HEIW (19 funded places with the OU for 21-22). This new and pioneering approach is a first in Wales, offering an alternative route into the Welsh NHS with a flexible career pathway that also focuses on our social responsibility in Powys. By widening the opportunities available to our Powys population, this will allow Powys residents to gain a registered nurse career in PTHB without having to leave the county.

The funding provided by the Charitable Funds could be awarded as a bursary or sponsorship scheme, providing our PTHB and Charitable Funds Communications Teams with an opportunity to monitor and showcase their exciting career journeys from HCSW to Registrant in Powys.

With the very obvious interest in these roles and the high numbers of these candidates that are residing in Powys, investment from the Charitable Funds committee would allow us to recruit **an additional 4 aspiring RNs resulting in a total of 8 new Nursing Students.** This will further take advantage of the funding opportunity from HEIW, it will widen access to an NHS Wales career pathway whilst increasing the number of internally developed registered nurses that will have trained and achieved nurse registration in Powys.

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

The geographical spread, an ageing population and the absence of important infrastructure such as a 'brick' university in Powys means that collectively, a different approach to attracting and developing a workforce for the future is essential (Workforce Futures Strategic Framework, 2020). It is a long standing and regularly acknowledged problem that recruitment of RNs to our vacancies is difficult. It is identified as a current risk on the corporate risk register and has remained so for a number of years. At the time of writing the initial proposal, PTHB currently had 89.18 WTE RN vacancies across the Nursing Establishment resulting in a vacancy rate of 17%.

Despite the introduction of Student Streamlining, there has been limited success in recruiting through this process, therefore an alternative approach needs to be considered to complement the existing recruitment methods. Recognising that the recruitment pool of RNs across the UK is limited, it was proposed that we take an additional approach by advertising and recruiting externally to **newly created HCSW/RN training posts** which would be over and above current nursing establishment. This provides an opportunity outside of normal processes and is a first in Wales.

Using this approach, new recruits will be employed as Band 2 HCSWs, will undertake the pre-registration nurse degree part-time over 4 years with the Open University (OU) and exit their training as a qualified RN. They will be guaranteed a RN role and will be committed to working in PTHB for a minimum of 2 years post registration.

These recently advertised training posts have attracted huge interest from our existing Powys residents and communities, making it more likely that they will remain in PTHB after qualifying. It will also support recruitment in targeted locations where we have hard to fill RN posts.

This new approach will enhance the potential for increasing registered nurse numbers in PTHB and as well as consolidate our reputation as a Teaching Health Board who is committed to delivering on their social responsibilities.

This year (academic year 2021-22), PTHB have been allocated 19 funded places for part time nurse training with the OU. This training and career development opportunity has been advertised widely in the Health Board and internal interviews were undertaken on 23rd March 2021. The interest was low with only 8 applications, 3 of which did not meet the university entry requirements (despite the very wide OU entry criteria). Out of the 5 that were interviewed, only 3 were deemed suitable to go forward to apply to the university for a place, leaving 16 funded places unused.

There is ongoing work in the Clinical Education Function to grow and expand our student placement offer and capacity. This growth will support PTHB to cope with the increase demand for student clinical placements this proposal will bring. The recent recruitment to two Practice Education Facilitator Roles will be a source of support and expertise for both students and the Practice Assessors and Supervisors in practice placement.

With the University fees being fully funded by HEIW along with 15 hours of backfill, it is an excellent opportunity to recruit motivated, enthusiastic Band 2 HCSWs to be further developed into RNs. Opening up this opportunity to external recruitment will allow PTHB to attract from a wider pool of

applicants. These roles are open to our existing workforce as well as external applicants and will be over and above our current nursing establishment.

FINANCES

Summary:

- The Charitable Funds Committee is asked to fund 0.6 WTE of the salary for an additional 4 nurse training roles for the period of the 4-year course (in line with the approach already agreed at Executive committee). These will be over-establishment.
- The applicant is recruited to a 37.5 hour/week Band 2 HCSW contract for four years and would be based with a specified ward/team (according to the speciality selected – Adult, Learning Disability, Child, Mental Health).
- PTHB would be able to specify the numbers of recruits to each of these disciplines of nursing according to our own strategies and requirements.
- They would have the security and benefit of being able to “earn while they learn” with a guaranteed RN job at the end within PTHB.
- They would work as a Band 2 HCSW for 15 hours/week for the duration of their training.
- The remaining 22.5 hours/week they would spend as a student nurse attending university lectures and student practice placements.
- Of their student time, 15 hours/week is refunded to PTHB by HEIW (0.4 WTE) and 7.5 hours/week study leave is funded by the employer (this is the case for all our current part time students).
- The full cost therefore to PTHB/Charitable Funds is 22.5 hours/week (0.6 WTE) Band 2 HCSW.
- The benefit at the end of 4 years is a home-grown RN who would be committed to working for PTHB for a minimum of 2 years.
- The likelihood is that they will stay longer than 2 years as they are Powys residents.

Finance Detail:

The tables in this section are intended to give the Committee an indication of the investment required over the 4-year course.

Finance Table 1 provides a summary of the net cost (at 2020/21 pay scale) of one post. The £14,872 impact per annum is after recognising the funding received from HEIW. The table also demonstrates the total cost to support one candidate through the 4-year course.

Finance Table 1: Net Cost Per Post Per Annum

	Cost Per Post
Cost B2 x 1WTE	19,337
Plus On Coasts (only 14.38% Pension)	5449
Total Costs (inc On Costs)	24,786
Less Funding from HEIW (0.4 WTE)	-9,914
Net Costs to HB x 1 WTE (per annum)	14,872
Net Costs HB for x 4 years	59,488

Finance Table 2 looks at the spend being committed over the four-year period for 4 posts. The costs would be incurred over 4 years due to the length of the training programme. The cost of supporting 4 participants using the net cost from table 1 of £14,872 per role per annum would total £59,488 per annum. Over the 4-year period, the charitable funds committee would spend a total of £237,952 and the output would be an additional 4 trained RNs working in PTHB.

Financial Table 2: Spend profile for 1 post and 4 posts over 4 years

	Intake based on 1 post (£k)		Intake based on 4 posts (£k)
Expenditure Year 1	14,872	Expenditure Year 1	59,488
Expenditure Year 2	14,872	Expenditure Year 2	59,488
Expenditure Year 3	14,872	Expenditure Year 3	59,488
Expenditure Year 4	14,872	Expenditure Year 4	59,488
Total Expenditure 1 participant	59,488	Total Expenditure 4 participants	237,952

This will complement the investment already agreed at Executive Committee and will produce a total output of 8 RNs by year 4.

NB. If the Charitable Funds Committee wanted to support more than the suggested 4 places, there is the potential to support up to 12 new Training roles for this academic year.

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

The project is already underway following the agreed investment from PTHBs Executive Team for 4 posts.

The posts had been advertised externally with a closing date of August 30th 2021. The role job description and personal specification was tailored to match both the Health Board criteria and the Open University entry criteria.

The OU programme is designed to accommodate HCSWs with practical experience. To meet the OU requirements, it is essential that the new recruits work part of their contracted hours as a HCSW, hence the requirement for full time hours.

120 candidates submitted applications with 41 being shortlisted to progress to the next stage of the recruitment process. **26 of these are Powys residents** and many others living just outside the borders of Powys.

The 41 successful applicants have now been invited to submit applications to the OU, in line with their application process. Second round of shortlisting is planned for 22nd Sept 21, with formal interviews planned for 11th – 13th October 21.

Recruitment to the posts will be undertaken in partnership with The OU to ensure that candidates meet both HB and University requirements.

All successful candidates will commence their HCSW roles in January 22 with the academic course starting in February 22.

Following the completion of the 4-year degree course, all candidates are guaranteed a RN post with PTHB and will be moved into one of the current RN vacancies.

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Bids for Approval

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

The Practice Education Facilitators from the Clinical Education Function will work closely with the candidates, their managers and their clinical supervisors to monitor progress and attrition rates.

Clinical Education will work closely with the Workforce Team to track bank and agency usage where the individuals are placed during their training and following registration to capture the positive impact this project will have.

The Communications teams will be invited to showcase the development of these new recruits to highlight the opportunity available and celebrate their success.

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

The financial detail has been provided in the above sections.

Total financial support requested from Charitable Funds to support 4 aspiring RNs: £59,488 per year for 4 years (Total: £237,952).

Contact details

Name: Katelyn Falvey

Email address: Katelyn.falvey2@wales.nhs.uk

Phone number: 07970422146

Delivery address (if applicable):

Declaration

I have read the PTHB Charitable Funds staff guidance document.	<input checked="" type="checkbox"/>
I have read the FCP (INTERIM) – COVID 19 Decision Making & Financial Governance document found here .	<input checked="" type="checkbox"/>
I confirm that this funding will only be used for the purposes specified in this application.	<input checked="" type="checkbox"/>

Applicant		
Name: Katelyn Falvey		Role: Head of Clinical Education
Signature: KFalvey		Date: 06/09/21
Approving manager/executive		
Name: Julie Rowles		Role: Director of WOD and Support Services
Signature:	<div style="border: 1px solid black; padding: 5px;"> Approval given via email on 17.09.21 </div>	Date

Please email this completed form to abe.sampson@wales.nhs.uk

Jones, Shania
11/26/2021 11:40:27

Bids for Approval

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Charitable Funds Committee
01 December 2021
Agenda Item: 2.1

AGENDA ITEM: 2.2

Charitable Funds Committee		DATE OF MEETING: 01 December 2021
Subject :	Applications to the COVID Response Fund (for ratification)	
Approved and Presented by:	Charity Manager	
Prepared by:	Charity Manager	
Considered by Executive Committee on:	N/A	
Other Committees and meetings considered at:	N/A	

PURPOSE:

To receive for approval and ratification, bids supported and approved under delegated authority by the COVID-19 GOLD group under the COVID Response Fund, established via grant funding from NHS Charities Together.

RECOMMENDATION(S):

The Committee is also requested to NOTE the 2 bids with a combined value of £1,079 attached that have been approved for expenditure under delegated authority as part of the COVID Response Fund up to August 2021.

Approval/Ratification/Decision¹	Discussion	Information
✓	x	x

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

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

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

EXECUTIVE SUMMARY:

The Committee is requested to RATIFY 2 proposals that have been approved under delegated authority by the PTHB Executive Team as part of the COVID Response Fund.

DETAILED BACKGROUND AND ASSESSMENT:

In April 2020, the PTHB Charity became members of NHS Charities Together, benefitting from their national COVID fundraising appeal. As part of the appeal, the PTHB Charity has received an initial allotment of £49,500 of funding to distribute in order to support staff and patients impacted by COVID-19. The grant was the first in a series that will continue to be distributed throughout the year, focusing on different areas of support. The Charity received a further £50,000 of funding in August 2020 and a third grant of £50,000 in January 2021. All of this funding has been designated as Stage 1 funding from NHS Charities Together.

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In order to distribute the funds effectively, new guidelines and a new application process were outlined and implemented, with all proposals to the fund being reviewed and approved on a weekly basis by the COVID-19 GOLD Group.

All items of expenditure must not be committed prior to the approval from either the GOLD Group or those delegated with this responsibility in line with the COVID Response Fund Guidelines.

Items over £5,000 must also receive approval from the Charitable Funds Committee as it is above the delegated limit set by the Committee.

To date, £126,000 of the Stage 1 funding has been committed to projects with some additional projects still pending approval to utilise the remainder.

PTHB Charity project applications for Stage 3 and 2 funding will be progressing to NHS Charities Together in September and December 2021 respectively. Stage 3 will be funding available for staff to support resilience to COVID-19, allowing us to implement initiatives such as mental health first aid training over a two-year period. Stage 2 will be a community partnership project developed in partnership with PAVO and the RPB. Both projects will be delivered over a two-year period.

Details of the proposals approved under delegated authority can be found at **Appendix 1-2.**

NEXT STEPS:

None as a result of this paper.

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

IMPACT ASSESSMENT				
Equality Act 2010, Protected Characteristics:				
	No impact	Adverse	Differential	Positive
Age	✓			
Disability	✓			
Gender reassignment	✓			
<p style="text-align: center;">Statement</p> <p><i>Please provide supporting narrative for any adverse, differential or positive impact that may arise from a decision being taken</i></p>				

Pregnancy and maternity	✓								
Race	✓								
Religion/ Belief	✓								
Sex	✓								
Sexual Orientation	✓								
Marriage and civil partnership	✓								
Welsh Language	✓								
Risk Assessment:									
	Level of risk identified <table border="1"> <tr> <td>None</td> <td>Low</td> <td>Moderate</td> <td>High</td> </tr> </table>				None	Low	Moderate	High	<p align="center">Statement</p> <p align="center"><i>Please provide supporting narrative for any risks identified that may occur if a decision is taken</i></p>
None	Low	Moderate	High						
Clinical	✓								
Financial	✓								
Corporate	✓								
Operational	✓								
Reputational	✓								

Jones, Shania
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Appendix 1 – Tablets for home enteral feed (HEF) dietetics team based in Newtown.

PTHB Charitable Funds CV-19 Response Fund 2

Please choose which category this request falls under:

Increasing accessibility	<input checked="" type="checkbox"/>
Supporting adversely impacted groups	<input checked="" type="checkbox"/>
Other (please specify below)	<input type="checkbox"/>

Who will benefit? Explain how the beneficiaries have been impacted by COVID-19 and try to estimate approximately how many people could benefit from the grant. (max 250 words)

Covid 19 restrictions has impacted the ability of our Home Enteral Feed (HEF) Dietetics team based in Newtown to see patients face to face. This has and will continue to greatly influence our ability to manage our vulnerable Enterally (Tube) fed patients as we have reduced the number of patient home visits.

Our partner feed Company, Nutricia, employs an Enteral Care Assistant who continues to visit the patients at home to provide more hands on tube care, and whom we rely heavily to provide feedback about current patients caseload (approximately 90). To support their staff and vulnerable Powys patients, Nutricia have developed an App which can be used for 'virtual' video contact with patients and supports communication and transfer of information between all parties. Access to the App by our Newtown based HEF team would support 3 way visits to enable live discussions as part of multi-disciplinary care concerning feed regimens, tubes and associated equipment which are vital but complex. This would bring huge advantages by ongoing reduced travel for all, and provide more accessible and flexible healthcare at reduced costs, and better utilise clinical time. It is estimated that up to 200 people, including patients, their families and clinicians would benefit.

How will this funding enhance service provision and improve accessibility? What kind of difference can this grant make? Are there any potential long-term benefits? (max 250 words)

The App is currently only available on mobile devices eg mobile phones and tablets, but PTHB does not support these for clinical staff due their investment in laptops and VPN, so dietitians cannot currently enjoy benefits of 'shared' virtual home visits. Dietetic's more flexible input would better support by better collaboration with patients, their carers and Nutricia's nursing team to provide a more patient focussed feeding regimen. This would support patient health and wellbeing, as well as confidence and peace of mind to family and carers. A portable tablet would also support patient privacy as could be used taken to more private clinical areas as needed.

What items are you requesting? Try to provide a detailed breakdown of the funding required, including quantities, cost per item and a total.

1 tablet with the following specification

- Android operating system
- Quad-core processor
- 8 – 10" HD screen (1280x800)
- Camera intergrated
- Intergrated audio speakers
- Wireless enabled and ideally Bluetooth

Suggested:

- Samsung Galaxy Tab S6 Lite 32GB (Any colour) £269.00 each (Argos 834/5035)
- Samsung Galaxy Tab S6 Lite Lite book cover £59.99 (Argos 895/9610)

Total request for Grant = **£329.00**

How will you evaluate the success of this project? Try to think of ways that you might record the number of beneficiaries or capture photos or stories that showcase its impact.

- Look at pre and post covid travel claims
- Patient feedback via Nutricia survey and patient stories
- Patient contacts and caseload by HEF team

Contact details

Name: Penny Doyle

Email address: penny.doyle@wales.nhs.uk


Phone number: 01686 617273

Delivery address (if applicable): Dietetics Department, Montgomery County Infirmary,
Llanfair Road, Newtown, SY16 2DW

Declaration

I have read the PTHB Charity criteria and guidance document for this fund.



I have read the FCP (INTERIM) – COVID 19 Decision Making & Financial Governance document found here .	<input checked="" type="checkbox"/>
I confirm that this funding will only be used for the purposes specified in this application.	<input checked="" type="checkbox"/>
Applicant	
Name: Linda Wallace	Role: Community Dietitian
Signature: pp. P Doyle	Date: 7/6/21
Authorising manager/executive	
Name: Penny Doyle	Role: Professional Lead for Dietetics
Signature: 	Date: 7/6/21

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**Appendix 2 - Institute of Health Visitor (iHV) train-the-trainer course:
Fathers and Perinatal Mental Health Champions training.**

PTHB Charitable Funds CV-19 Response Fund 3

Please choose which category this request falls under:

Supporting staff	<input checked="" type="checkbox"/>
Supporting patients	<input checked="" type="checkbox"/>
Increasing accessibility	<input checked="" type="checkbox"/>
Supporting adversely impacted groups	<input checked="" type="checkbox"/>
Other (please specify below)	<input type="checkbox"/>

What is the title of this project/request?

Funding request for Institute of Health Visitor (iHV) train-the-trainer course:
Fathers and Perinatal Mental Health Champions training.

Who will benefit? Explain how the beneficiaries have been impacted by COVID-19 and try to estimate approximately how many people could benefit from the grant. (max 250 words)

Fathers access to maternity services has been seriously disrupted during the COVID19 pandemic, with many men unable to attend antenatal appointments, changes to provision of antenatal education classes and some men have been unable to attend the birth of their baby. Fathers' support surrounding transition to parenthood has been shown to be an unmet need even without these added complications (see Higgins and Glyn-Jones, 2020 - research study carried out by Powys midwives and Brecon and district MIND), and the effects of the COVID19 pandemic have further compounded fathers' perinatal mental health issues.

Powys currently supports approximately 1200 families per year during pregnancy and birth. Therefore, with cascading of the training approx. 1200 fathers could benefit from this project.

How will this funding enhance service provision and improve accessibility? What kind of difference can this grant make? Are there any potential long-term benefits? (max 250 words)

The programme is designed to build advocacy for parental mental health amongst practitioners working perinatally with families in Powys by improving knowledge about the mental health of fathers in the perinatal period. Training core staff from the perinatal mental health team will allow cascading of the information to other associated health professionals (midwives, health visitors and mental health staff). This will increase awareness of mild to moderate perinatal health issues amongst this group and thereby improve mental health care for fathers across Powys.

This course will do this by:-

- increasing competence and confidence in perinatal mental health practice, working with a whole family inclusive approach
- developing leadership for fathers / partners mental health issues in the perinatal period
- raising awareness of the significance of fathers / partners wellbeing for the whole family with the workforce.

The training aims to enable them to develop both the mindset and the skills required to engage effectively and work successfully in partnership with fathers, to foster good paternal, infant and family mental health. The trained Champion becomes a local resource for the subject and is equipped with materials needed to deliver training to colleagues to support their practice.

This aim matches with the strategic goals of the trust to improve PNMH care provision to families and improve outcomes for children in the long term.

What items are you requesting? Try to provide a detailed breakdown of the funding required, including quantities, cost per item and a total.

Funding for the Institute of Health Visitors (iHV) Multi-Agency Fathers and Perinatal Mental Health Champions training, 1-day virtual course for 3 staff (1 x midwife, 1 x health visitor and 1 x perinatal mental health lead).

Cost of training = £250 per person x 3 = £750

Jones, Shania
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How will you evaluate the success of this project? Try to think of ways that you might record the number of beneficiaries or capture photos or stories that showcase its impact.

Numbers of health professionals trained over the following 24 months.
Numbers of fathers supported by the staff over the following 24 months.

Contact details

Name: Elizabeth Glyn-Jones

Email address: Liz.Glyn-Jones@wales.nhs.uk

Phone number: 07779028051

Delivery address (if applicable): Knighton Birth Centre, Ffrydd Rd, Knighton, LD7 1DF

Declaration

I have read the PTHB Charity criteria and guidance document for this fund. ☒

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: Elizabeth Glyn-Jones

Role: Perinatal mental health specialist and community midwife

Signature: 

Date: 20/04/21

Authorising manager/executive

Name:

Role:

Signature:

Date:

Please email this completed form to abe.sampson@wales.nhs.uk

Jones, Shania
11/26/2021 11:10:21

Appendix 3 – Robotic cats for patients with dementia and learning difficulties

PTHB Charitable Funds CV-19 Response Fund 3

Please choose which category this request falls under:

Supporting staff	<input type="checkbox"/>
Supporting patients	<input checked="" type="checkbox"/>
Increasing accessibility	<input type="checkbox"/>
Supporting adversely impacted groups	<input type="checkbox"/>
Other (please specify below)	<input type="checkbox"/>

What is the title of this project/request?

Robotic cats - supporting clients with Dementia and Learning Disabilities in the community

Who will benefit? Explain how the beneficiaries have been impacted by COVID-19 and try to estimate approximately how many people could benefit from the grant. (max 250 words)

Those with a dual diagnosis of Learning Disability and dementia have suffered greatly during the pandemic. Day services in Powys are still closed which usually provide crucial engagement and socialising for people with both Learning Disabilities and dementia. This lack of meaningful engagement and social engagement with others can often be a contributing factor to behaviours of concern. Additionally, any access to Pets as Therapy (PAT) animals has had to cease during COVID for hygiene and infection control reasons.

It is difficult to put a number on how many people could benefit from this project as the cats would be offered on a 'loan' basis – the approximately

figure for the next 2 years would be 10 clients. The robotic cats would enable clients to have PAT again in a more hygienic and infection control conscious way.

How will this funding enhance service provision and improve accessibility? What kind of difference can this grant make? Are there any potential long-term benefits? (max 250 words)

Research suggests the use of robotic companions are effective in supporting people with dementia. They can be a useful tool to help lift mood, provide purpose and a sense of companionship for people experiencing dementia. As above, during the COVID-19 climate, they can often be a great substitute for PAT and help reduce feeling of isolation.

The cats would be loaned to clients for a limited trial period and then self-purchase recommended if they have been useful.

The long-term benefits would be a reduction in behaviours of concern and low mood in individuals with a dual diagnosis of learning disability and dementia.

What items are you requesting? Try to provide a detailed breakdown of the funding required, including quantities, cost per item and a total.

2x Joy for All Orange Cat - £103 each - <https://www.robopets.co.uk/product-page/orange-cat>

Total - £206

How will you evaluate the success of this project? Try to think of ways that you might record the number of beneficiaries or capture photos or stories that showcase its impact.

At the end of the trial period, evaluation forms could be given to clients who have used the cats. This evaluation could ask questions such as 'what were the benefits of the robotic cat?', 'what were the disadvantages of the robotic cat?', 'how was the robotic cat utilised and how often?', 'are you considering self-purchasing a robotic cat?'. We could also monitor any potential improvements to mood and reduction of behaviours of concern.

Contact details

Name: Adele Bright/ Harriet Evans

Email address: Adele.Bright@wales.nhs.uk / Harriet.Evans@wales.nhs.uk

Phone number: 01686 620 794

Delivery address (if applicable): The Old College, Station Road, Newtown, Powys, SY16 1BE

Declaration

I have read the PTHB Charity criteria and guidance document for this fund. ☒

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: Adele Bright / Harriet Evans **Role:** Occupational Therapist/ Assistant Psychologist

Signature: Adele Bright/ Harriet Evans **Date:** 01/10/21

Authorising manager/executive

Name: Hayley Tarrant **Role:** General Manager – Learning Disabilities

Signature: H Tarrant **Date:** 28/09/21

Please email this completed form to abe.sampson@wales.nhs.uk

Jones, Shania
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COVID Response Fund bids for
Approval & Ratification

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Charitable Funds Committee
01 December 2021
Agenda Item: 2.2



Agenda item: 2.3

Charitable Funds Committee		Date of Meeting: 01 December 2021
Subject :	RATIFICATION OF EXPENDITURE APPROVED BY THOSE WITH RELEVANT DELEGATIONS	
Approved and Presented by:	Head of Financial Services	
Prepared by:	Head of Financial Services	
Other Committees and meetings considered at:	None	

PURPOSE:

To receive for information items of expenditure approved by those with relevant delegations during May 2021 to August 2021.

RECOMMENDATION(S):

The Charitable Funds Committee is requested to NOTE items with a combined value of £11,971 attached that have been approved for expenditure during May 2021 to August 2021.

Approval/Ratification/Decision¹	Discussion	Information
✓		

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

Expenditure approved under
delegated authority

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Charitable Funds Committee
01 December 2021
Agenda Item: 2.3

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

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

EXECUTIVE SUMMARY:

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

DETAILED BACKGROUND AND ASSESSMENT:

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Expenditure approved under delegated authority

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Charitable Funds Committee
01 December 2021
Agenda Item: 2.3

It is a requirement that all items of expenditure are notified to the committee for information at its next available committee meeting. Items with a combined value of £11,971 attached have been approved for expenditure during May 2021 to August 2021.

This listing is provided at Appendix A.

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

Delegated managers are Assistant Directors/Executive Directors in line with the Charitable Funds revised Financial Control Procedure approved at the June 2020 meeting.

NEXT STEPS:

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

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Expenditure approved under
delegated authority

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Charitable Funds Committee
01 December 2021
Agenda Item: 2.3

Appendix A

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Expenditure approved under
delegated authority

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Charitable Funds Committee
01 December 2021
Agenda Item: 2.3

Powys Teaching Health Board
Charitable Funds
Items Approved May 2021 to August 2021

Fund	Item	Reason for purchase	£	Approved
<u>Items Approved May 2021</u>				
Machynlleth General Funds	Daily/weekly newspapers 21-22	Expenditure for the purchase of daily papers for Patients to keep up with current news and events	500	Jason Crowl
Palliative Care	Palliative Care Formulary	Specialist Palliative Care Team to have access to appropriate up to date resources, to provide support and guidance, in order to do this effectively, and safe.	550	Jason Crowl
Palliative Care	Clinical Supervision and support	Provision of support and guidance for palliative care team who endure regular exposure to potentially distressing situations	1,440	Jason Crowl
AMI Legacy	TV for Day Room	To update television for the entertainment of patients	199	J Garfitt
<u>Items Approved June 21</u>				
AMI Legacy	Pottery sessions	Sessions with instructor for regular ward activities including equipment and materials	6,000	J Garfitt
Ystradgynlais General Purposes	Fridge Magnet with Exercises	This will enable Therapists and nurses to give basic exercise advice to older patient at risk of falls, to exercise at home.	1,020	Jason Crowl
<u>Items Approved July 2021</u>				
No Approvals				
<u>Items Approved August 2021</u>				
Brecon General Purposes	Ergotron Charging desktop Cabinet & charging wall cabinet - Y Bannau	A charging station on the ward to enable tablets being used for the pilot of electronic nursing records to be charged at all times and secure storage when not in use.	1,106	J Crowl
Brecon General Purposes	Ergotron Charging desktop Cabinet & charging wall cabinet - Epynt	A charging station on the ward to enable tablets being used for the pilot of electronic nursing records to be charged at all times and secure storage when not in use.	1,106	J Crowl
AMI Legacy	Kitchen equipment	Upgrade of kitchen equipment for patients breakfast group and assessments promoting independence on the unit	51	J Garfitt
TOTAL			11,971	

Expenditure approved under delegated authority

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AGENDA ITEM: 2.4

Charitable Funds Committee		DATE OF MEETING: 01 December 2021
Subject :	Charity Workplan 2021/22	
Approved and Presented by:	Charity Manager	
Prepared by:	Charity Manager	
Considered by Executive Committee on:	N/A	
Other Committees and meetings considered at:	N/A	

PURPOSE:

To review and approve an annual workplan for the Charity.

RECOMMENDATION(S):

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

- **PTHB Charity Workplan 2021/22**

Approval/Ratification/Decision¹	Discussion	Information
✓	x	x

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

Strategic Objectives:	1. Provide Early Help and Support	✓
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¹ Equality Impact Assessment (EiA) must be undertaken to support all organisational decision making at a strategic level
Charity Workplan 2021/22

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

EXECUTIVE SUMMARY:

This paper provides information on the following:

- **PTHB Charity Workplan 2021/22**

The workplan outlines key objectives for the Charity to prioritise during 2021/22 in line with the Charitable Funds Committee's strategic aims and PTHB's Annual Plan 2021/22. It is also accompanied by an action plan to define how and when these objectives will be achieved.

DETAILED BACKGROUND AND ASSESSMENT:

Following the creation and delivery of the Charity's first annual workplan in 2020, the Charity will continue to build on that operational workplan. This will act as the foundational framework for operations across the next 12 months.

The full details can be found at **Appendix 1**.

NEXT STEPS:

Any updates or requested amends will be added to the workplan, which if approved will be regularly reviewed to track progress.

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

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

Appendix 1 – Charity Workplan 2021/22

ANNUAL CHARITY WORKPLAN 2021/22

September 2021

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Purpose

The following work programme has been created in order to establish a framework for the progression and development of the Health Board's Charity across 2021-22.

The workplan builds on the previous year's objectives, considering progress against last year's objectives and the now expanded capacity of the Charity team with the addition of another full-time staff member to support operations.

The objectives outlined in this work plan have been set out in-line with the strategic objectives of the Powys Teaching Health Board's Annual Plan and its core values.

This work plan will aim to:

- Provide clarity on the Charity's purpose and remit for PTHB staff and members of the public.
- Outline key areas for development.
- Establish a strategic pathway for progression.
- Demonstrate the synergies between the objectives of the Charity and those of the PTHB as set out by its annual plan.

Objectives will continue to be developed and evaluated as the year progresses to ensure the Charity remains responsive and effective.

Context

In order to develop a work programme for the Powys Teaching Health Board Charity, the existing context of the organisation and the third sector must be considered. After a successful first year with a full-time staff member, PTHB Charity's remit has increased dramatically. This has also been supported with the addition of another appointment, of a full-time Charity Administrative Support Officer in May 2021.

This, coupled with the implementation of new Health Board Annual Plan, has afforded another opportunity to review and expand upon previous and existing objectives. This work plan takes into consideration the existing position of the Charity and progress (successes and failures) in its first year, to ensure that the targets and milestones are realistic and achievable.

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Without a doubt, the most influential factor on the previous year's work plan was the disruption and impact of the COVID-19 pandemic in 2020. Naturally, the pandemic greatly impacted operations and restricted some engagement with stakeholders but it also emerged as an opportunity to draw attention to the Health Board, staff and patients as well as being a major priority for the Charity to address through the distribution of funds. It has, therefore, presented unique opportunities that have benefitted a number of previously set KPIs (Key Performance Indicators).

It is also important to understand the wider landscape within which the Charity will operate to allow it to more accurately set targets and better benchmark against the progress and performance of other comparable organisations.

Where possible, the Charity will look to take a lead 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 the other health board charities in Wales for a steer 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 during the pandemic has allowed for greater collaboration between NHS charities.

Maintaining a strong relationship and open dialogue, particularly with our Welsh NHS and third sector colleagues, can ensure the Charity is as knowledgeable, responsive and effective as possible within its field.

Key objectives

The following long-term objectives have been chosen in order to outline a clear and consistent identity for the Charity, build a profile and increase its impact through greater engagement, and ensure it remains sustainable.

- 1) Ensure strategy, planning and governance are efficient and effective
 - a) Review all Charity governance and bidding arrangements to implement operational efficiencies.
 - b) Establish clear Charity guidelines and policy for PTHB staff and independent members.
 - c) Develop a new Stakeholder Engagement Strategy for the Charity.

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- d) Scale and adapt the Charity whilst ensuring its long-term viability and sustainability.
- 2) Develop a timely and effective charitable response to health and wellbeing issues across Powys
- a) Proactively engage with staff and patients to facilitate new charitable funding proposals.
 - b) Increase collaboration with third sector partners on fundraising and awareness raising campaigns.
 - c) Implement an effective COVID support and recovery funding programme for staff, volunteers and patients.
 - d) Generate relevant engagement opportunities to allow the public to connect with the Charity.
- 3) Create and deliver an engaging communication strategy.
- a) Create a new brand identity for the Charity with input from key stakeholders (PTHB staff, third sector partners, service users, beneficiaries and local residents).
 - b) Enhance the Charity's public fundraising presence and generate new fundraising opportunities for the Charity.
 - c) Produce effective and engaging campaigns to widen the Charity's reach and engage new audiences.
- 4) Develop and coordinate a comprehensive stakeholder network.
- a) Build on existing regional partnerships in order to further the Charity's strategic objectives.
 - b) Form new partnerships with key stakeholders which support the implementation of the Charity's strategic objectives.
 - c) Manage the Charity's engagement network (staff, volunteers and public).

Delivery and monitoring

These objectives have been divided into key performance indicators (KPIs) which are listed in the attached workplan – **Appendix A**. The workplan provides clarification on the actions required, responsible lead and the associated timescales. It also identifies key issues addressed by actions once implemented.

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Delivery of the Annual Charity Plan will be overseen and monitored by the Charitable Funds Committee, included as a key programme of work to support the Committee and Health Board in achieving both wellbeing and charitable objectives.

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Appendix A – PTHB Charity Workplan 2021/22

Objectives	Planned deliverables	Timescale	Achieved in 20/21
1. STRATEGY, POLICY & GOVERNANCE			
Establish clear Charity guidelines and policy for PTHB staff.	<ul style="list-style-type: none"> Update organisational Charity policy for PTHB staff members and continue to review annually. Create a new funding framework to support CFC decision making. Complete a review of set delegation levels across all charitable funds 	<p>December 2021</p> <p>December 2021</p> <p>March 2022</p>	<ul style="list-style-type: none"> ✓ New general funding guidelines created for staff ✓ Charitable funds policy updated ✓ New guidance for donations and gifts created ✓ A new organisation gifts/donation register created
Review all Charity governance and bidding arrangements to implement operational efficiencies.	<ul style="list-style-type: none"> Survey PTHB staff and Independent Members for feedback on funds and governance arrangements. Produce an updated Terms of Reference for the Charity. 	<p>Ongoing</p> <p>December 2021</p>	<ul style="list-style-type: none"> ✓ Staff surveys completed ✓ New COVID response fund introduced to support staff and patients ✓ Application process for all funds updated to strengthen governance
Develop a new Stakeholder Engagement Strategy and Operational Framework for the Charity.	<ul style="list-style-type: none"> Produce an updated annual workplan to support the Charity's day to day operation. 	<p>September 2021</p>	<ul style="list-style-type: none"> ✓ First annual workplan created

Objectives	Planned deliverables	Timescale	Achieved in 20/21
	<ul style="list-style-type: none"> Produce a three-year Stakeholder Engagement Strategy (2022-25) to build on the launch of the Charity's new brand. 	March 2022	
Scale and adapt the Charity whilst ensuring its long-term viability and sustainability.	<ul style="list-style-type: none"> Develop a six-month budget for the Charity (Oct-Apr) Develop a full 12-month budget building on the initial budget above. Develop an accompanying resource plan to the Stakeholder Engagement Strategy 	September 2021 March 2022 March 2022	<ul style="list-style-type: none"> ✓ Developed a successful business case for an additional full-time staff member ✓ Hired a Charity Administrative Support Officer
2. CHARITABLE FUNDS RESPONSE			
Proactively engage with staff and patients to facilitate new charitable funding proposals.	<ul style="list-style-type: none"> Collaborate with WOD and other departments to identify emerging staff requirements post-pandemic, utilising both charitable funds and NHS CT Stage 3 recovery grants. Run at least 3 separate surveys for staff, patients and community members throughout the year to help inform fund priorities. 	December 2021 June 2022 Ongoing	<ul style="list-style-type: none"> ✓ 4 separate surveys of staff, patients and community members disseminate via Microsoft Forms to help evaluate funding priorities ✓ Processed 102 successful charitable funds applications ✓ Over £550,000 of Charitable Funds committed ✓ New evaluation programme developed with 21 evaluations completed

Objectives	Planned deliverables	Timescale	Achieved in 20/21
	<ul style="list-style-type: none"> Evaluation of existing funding streams and the COVID-19 funding stream with a view to widening access to Charitable Funds. Process at least 70 successful funding proposals in 2021/22. Achieve an annual expenditure target of 5% on our existing charitable fund pots and ensure no funds remain unused for two successive financial years. 	<p>September 2022</p> <p>September 2022</p>	
Collaborate with third sector partners on fundraising and awareness raising campaigns.	<ul style="list-style-type: none"> Collaborate with NHS Charities Together, PAVO, and RPB to deliver an effective (Stage 2) community partnership grant programme Participate in and promote at least one All Wales fundraising campaign with other Welsh NHS Charities Establish at least joint 3 joint campaigns with third sector partners 	<p>March 2022</p> <p>June 2022</p> <p>September 2022</p>	<ul style="list-style-type: none"> ✓ Became members of NHS Charities Together ✓ Participated in the national COVID-19 fundraising campaign ✓ Participated in the ALL Wales NHS fundraiser for COVID-19 ✓ Participated in the Ras yr Iaith campaign with Menter Iaith in March 2021 ✓ Participated in the NHS Big Tea campaign July 2021 ✓ Delivered the first stage COVID response fund on behalf of NHS Charities Together

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Objectives	Planned deliverables	Timescale	Achieved in 20/21
Implement a new support programme for staff, volunteers and patients impacted by the pandemic.	<ul style="list-style-type: none"> • Deliver an effective COVID recovery support scheme in partnership with WOD to support staff and volunteers. • Achieve a spend of at least £75,000 against COVID recovery support proposals 	<p>March 2022</p> <p>September 2022</p>	<ul style="list-style-type: none"> ✓ A new funding stream launched to support staff, volunteers and patients impacted by COVID-19 ✓ Over £165,000 spent on projects specifically addressing the impact of COVID
Generate relevant engagement opportunities to allow the public to connect with the Charity.	<ul style="list-style-type: none"> • Develop a legacy project tied to the Charity's new branding, to recognise the impact of NHS staff in Powys during the pandemic. • Establish key supporter/staff & patient engagement events at local PTHB sites when safe to do so. • Co-develop an engagement opportunity with a third sector partner to engage audiences that are underserved by the Charity (children & young people, BAME groups, etc) • Create a new series of supporter guides and fundraising packs using new branding. • Promote monthly fundraising opportunities. 	<p>September 2022</p> <p>September 2022</p> <p>September 2022</p> <p>June 2022</p> <p>Ongoing</p>	<ul style="list-style-type: none"> ✓ Funded a staff pin project to incorporate and recognise all staff who worked for PTHB during the pandemic. ✓ Held a photography competition to invite public, schools and staff engagement and celebration of the Charity's history.

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Objectives	Planned deliverables	Timescale	Achieved in 20/21
3. BRAND, IDENTITY & COMMUNICATION			
Create a new brand identity for the Charity with input from key stakeholders (PTHB staff, third sector partners, service users, beneficiaries and local residents).	<ul style="list-style-type: none"> Ensure that staff, committee members, patient & community members are a part of the brand consultation and decision-making process. Collaborate with marketing and creative support to create a new brand with opportunities for supporters and stakeholders to contribute. Establish the new brand with a launch campaign. Develop and launch a website for the Charity. 	<p>December 2021</p> <p>March 2022</p> <p>March 2022</p> <p>September 2022</p>	<p>✓ Surveyed staff and members of the public to help identify our key audiences and demographics to inform brand design brief.</p>
Establish a public fundraising presence and generate new fundraising opportunities for the Charity.	<ul style="list-style-type: none"> Establish 2-3 Charity specific donation campaigns on Just Giving. Reach a target of at least 20 unique fundraisers across the year for the PTHB Charity (external fundraisers). 	<p>September 2022</p> <p>September 2022</p>	<p>✓ Established an online donation option for donors and the public (Just Giving)</p> <p>✓ Reached a total of 19 unique community fundraisers during the year</p>

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11/26/2021 11:00:22

Objectives	Planned deliverables	Timescale	Achieved in 20/21
	<ul style="list-style-type: none"> Ensure the Charity is able to raise at least £150,000 across all donations and grants (excluding legacies). Create new fundraising opportunities at hospital sites across Powys. Develop new material and an accompanying campaign to support donors with legacy donations. 	<p>September 2022</p> <p>June 2022</p> <p>December 2021</p>	<p>✓ Raised over £216,000 in donations (excluding legacies)</p>
Produce effective and engaging campaigns to widen the Charity's reach and engage new audiences.	<ul style="list-style-type: none"> Launch at least 4 Charity campaigns throughout the year. Publish and distribute at least 8 separate Charity press releases to local and national media. 	<p>September 2022</p> <p>September 2022</p>	<p>✓ Launched the '25 years of PTHB Charity' campaign</p> <p>✓ Published 4 PTHB Charity press releases, formed part of 3 other joint releases</p>
4. STAKEHOLDER DEVELOPMENT			
Build on existing health board and regional partnerships in order to further the Charity's strategic objectives.	<ul style="list-style-type: none"> Complete a full final evaluation of the 'small grants scheme' with PAVO, and consider how best to expand or continue the partnership. 	<p>September 2022</p>	<p>✓ Developed a strategic partnership to contribute to future capital projects to enhance provision for patients and staff</p>

Objectives	Planned deliverables	Timescale	Achieved in 20/21
Form new partnerships with key stakeholders which support the implementation of the Charity's strategic objectives.	<ul style="list-style-type: none"> Identify staff 'charity champions' to help coordinate fundraising, donation and grant opportunities at each of PTHB's hospital sites. Establish at least 6 new working partnerships with third sector partners and businesses Achieve COTY (Charity of the Year) status with a local business. 	<p>March 2022</p> <p>September 2022</p> <p>June 2022</p>	<ul style="list-style-type: none"> ✓ Launched a 'Work for Good' profile to allow businesses to donate and contribute to the Charity ✓ Established 3 new working partnerships with third sector organisations
Build and manage the Charity's engagement network (staff, volunteers and public).	<ul style="list-style-type: none"> Development a new portfolio of resources and information to accompany the Charity's new website. Triple the readership and mailing list of the Charity's monthly newsletter. Reach a total of over 100,000 total impressions across social media platforms Reach a total of over 3,000 engagements (with an average rate of 3.0% per month) on Twitter and 1,000 on Facebook Reach a total of over 400 followers across all social media platforms 	<p>September 2022</p> <p>June 2022</p> <p>September 2022</p> <p>September 2022</p> <p>September 2022</p>	<ul style="list-style-type: none"> ✓ Facebook and Twitter social media channels created ✓ Updated information and presence on the PTHB website ✓ A monthly newsletter and mailing list established ✓ Reached an average engagement rate of 2.6% per month ✓ 247 followers across all social platforms ✓ 70,833 total impressions across all social media channels ✓ Over 1,000 engagements on Twitter

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Objectives	Planned deliverables	Timescale	Achieved in 20/21
			✓ Randomised Big Tea Events established for staff members

Jones, Shenja
11/26/2021 11:00:27



AGENDA ITEM: 2.5

Charitable Funds Committee		DATE OF MEETING: 01 December 2021
Subject:	Charity marketing and brand identity proposal	
Approved and Presented by:	Charity Manager	
Prepared by:	Charity Manager	
Considered by Executive Committee on:	N/A	
Other Committees and meetings considered at:	N/A	

PURPOSE:

To present a business case for the development of the PTHB Charity's brand identity to help meet its strategic and long-term ambitions.

RECOMMENDATION(S):

The Charitable Funds Committee is requested to APPROVE the funding of the work proposal to enable the development of a new outward facing brand that will be a key foundation for the charity's engagement work, helping to facilitate the delivery of several key strategic objectives.

Approval/Ratification/Decision¹	Discussion	Information
✓	x	x

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

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

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

EXECUTIVE SUMMARY:

This paper outlines the case for developing new branding to help fulfill the delivery of PTHB Charity's long-term strategic objectives.

The request is to fund the work via the Charity's General Purposes Charitable Funds, with a cost of **£9,840** (including VAT).

This includes a cost of £6,480 to research, liaise with stakeholders, develop and then refine, a new brand identity across multiple revisions.

It also includes a cost of £3,360 to support the new brand launch with additional marketing materials and a marketing campaign.

If the proposal is supported, this support budget will initially be retained until the brand development work is complete. Should any additional work be required over and above the listed costs, this support budget will be utilised. Following the completion of that first phase of work, the Charity will then consider any additional marketing materials that would be beneficial for the launch campaign.

Full details of the brand development proposal by jamjar pr can be found at **Appendix 2-3**.

DETAILED BACKGROUND AND ASSESSMENT:

A unified brand identity for the charity is a key priority as the scope and reach of the Health Board's Charitable Funds steadily increases with the addition of new internal and external communication channels, an increased public-facing presence and the development of new partnerships and commitments.

The development of a brand identity is an element of the following long-term objective identified in the Charity's annual workplan:

1. Create and implement an engaging communication strategy.

- a. Create a new brand identity for the Charity with input from key stakeholders (PTHB staff, third sector partners, service users, beneficiaries and local residents).*

The development of a brand will also directly and indirectly contribute to the following outputs which fall under the above objective:

Establish a public fundraising presence and generate new fundraising opportunities for the Charity.

Produce effective and engaging campaigns to widen the Charity's reach and engage new audiences.

Brand development will include the creation of new logos, typefaces and imagery for the Charity's use across internal documents, social media and other digital platforms (including any future website). These will be based on a specific tone and messaging which reflects the Charity's existing and target audiences as well as engagement objectives.

The work will also include guidelines for the use of the brand in various scenarios and provide a platform from which to build campaigns and communications going forwards.

In March 2021, the Charitable Funds Committee was presented with an initial proposal to support the development of the Charity's brand through an external company, cowshed. Cowshed was one of three companies approached on the recommendation of having worked successfully with PTHB on previous campaigns and already being a part of the national procurement framework.

At that time, the Committee asked for assurances over practical matters such as the number of revisions of work that cowshed would provide, the extent of stakeholder participation as well as ensuring that the procurement requirements were fully satisfied.

Following discussions with NHS Wales Shares Services Partnership (NWSSP), the procurement team recommended that the Charity undertake an Invitation to Quote in order to best strengthen the governance compliance, should there be any additional work commissioned in future.

This coincided with the introduction of the new Charity Administrative Support Officer and presented an opportunity to revisit the brief and also consider additions to support the launch of the brand at this earlier stage, a key factor in its success. This also allowed for more input from our growing audiences and fostered competitive proposals from companies previously approached (jamjar, cowshed) as well as competitive proposals from organisations that had not previously been approached (SBW, View Creative).

In total, 8 companies quoted for the project and presented their pitch with the four listed above being the strongest scoring. After the initial scoring, there was a tie in the scoring so further information was requested from the suppliers regarding their proposals and to provide additional examples of their previous work. After this additional request and rescoring, jamjar pr was chosen as a clear winner with 430 points, a clear jump over the next highest score at 275.

Full details on the RFQ and scoring criteria can be found at **Appendix 1**.

For additional information on jamjar pr's approach and a breakdown of costs please refer to **Appendix 2-3**.

NEXT STEPS:

If the work proposal is supported by the Committee, the Charity will commission Jamjar PR to develop the initial brand concept and guidelines based on feedback and input from the Charity's key stakeholders (including the committee). Once the branding is agreed, it will be launched with a coinciding campaign. Brand development is estimated to take 8-12 weeks, with a view to running a launch campaign for the brand in the new year.

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

IMPACT ASSESSMENT				
Equality Act 2010, Protected Characteristics:				
	No impact	Adverse	Differential	Positive
Age	✓			
Disability	✓			
Gender reassignment	✓			
<p style="text-align: center;">Statement</p> <p><i>Please provide supporting narrative for any adverse, differential or positive impact that may arise from a decision being taken</i></p>				

Pregnancy and maternity	✓								
Race	✓								
Religion/ Belief	✓								
Sex	✓								
Sexual Orientation	✓								
Marriage and civil partnership	✓								
Welsh Language	✓								
Risk Assessment:									
	Level of risk identified <table border="1"> <tr> <td>None</td> <td>Low</td> <td>Moderate</td> <td>High</td> </tr> </table>				None	Low	Moderate	High	<p align="center">Statement</p> <p align="center"><i>Please provide supporting narrative for any risks identified that may occur if a decision is taken</i></p>
None	Low	Moderate	High						
Clinical	✓								
Financial	✓								
Corporate	✓								
Operational	✓								
Reputational	✓								

Jones, Shania
11/26/2021 11:09:22

Appendix 1 - RFQ



INVITATION TO QUOTE

CONTRACT REF:

Powys Teaching Health Board Charity

Charity Brand Development

This quote is for the procurement of services for the completion of a new Brand Identity for the PTHB Charity, including naming, logos, guidelines

Jones, Shania
11/26/2021 11:06:22

Charity marketing and brand development proposal

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Charitable Funds Committee
01 December 2021
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1. Introduction

The Powys Teaching Health Board Charity (PTHB Charity) is the legally registered charity of the Powys Teaching Health Board. It was established to safeguard any donations made to the Health Board and NHS services within the Powys area. Its charitable aims are to support the health and wellbeing of NHS staff, volunteers, patients, and community members primarily as a grant distributing charity.

Until the appointment of a dedicated Charity Manager in 2020, the Charity was not being actively promoted in any day to day capacity within or without the Health Board. As such, the PTHB Charity has no recognisable or established branding outside of that of the Health Board.

A unified brand identity for the PTHB Charity is a key priority as the scope and reach of the Health Board's Charitable Funds increases with the addition of new internal and external communication channels, an increased public-facing presence and the development of new partnerships and commitments.

The new brand identity will form the foundation of an effective stakeholder engagement strategy.

It is hoped that the creation of this brand will help the PTHB Charity to:

- *Increase its accessibility to enable a greater connection with its existing stakeholders.*
- *Establish a public fundraising presence and generate new fundraising opportunities for the Charity.*
- *Produce effective and engaging campaigns to widen the Charity's reach and engage new audiences.*

2. Specification

The PTHB Charity invites tenders for the following specification from applicants.

Applicants are invited to create a new brand identity for the Charity with input from key stakeholders (PTHB staff, third sector partners, service users and beneficiaries).

The brand development work should include but not be limited to the following requirements:

- Collaborate with the Charity team to research and secure input from existing stakeholders which is reflected in the final product.

- Choose an appropriate new public-facing name for the Charity, which clearly conveys its aims and objectives.
- Create new logos, imagery and choose appropriate typefaces for the Charity's use across internal documents, social media channels and other digital platforms (including websites).
- Develop and produce brand materials that demonstrate continuity through tone and messaging and relevance to the Charity's target audiences.
- Establish guidelines for the use of the brand in various scenarios and provide a platform from which to build campaigns and communications going forwards.
- Supply and transfer the ownership of design assets in raw file format.

The new branding will need to engage the Charity's existing and target audiences. The Charity's audiences can be broken into two primary divisions – internal health board staff and volunteers, and members of the Powys Community (this includes patients, fundraisers and third sector partners). Input from these will be key as the Charity is aiming to increase its relevance to both.

It is expected that the provider should be able to demonstrate a wide knowledge of brand development, the public and third sector in Wales, graphic design and marketing skills.

3. Working arrangements

The commission will be managed by the Commissioning Manager. It should be noted that all information accumulated as part of the project will be considered property of PTHB.

4. Evaluation

4.1 Evaluation Criteria

This contract will be awarded based on the price and the quality criteria indicated below. The applicant's quality and price submissions will be scored and those scores weighted in the ratio 70:30 (quality: price). The bidder with the highest aggregate score will be considered for the work.

The price assessment will be scored out of 150 points.

The quality assessment will be scored out of 350 points allocated against weighted criteria as described below.

Proposed Pricing Schedule Evaluation

The lowest price for a response which meets the pass criteria shall score 100. All other bids shall be scored on a pro rata basis in relation to the lowest price.

For example only

Bid Price	Differential to lowest price which meets the pass criteria	Score
£5,000	0%	150
£6,500	20%	100
£8,000	50%	50
£9,500	75%	25

The lowest score possible is 0.

4.2 Scoring quality criteria

Unless stated otherwise each of the quality questions will be marked using the following criteria. NB Failure to comply with mandatory requirements will disqualify the bid:

Each question should be responded to on no more than one side of A4, font size 12 unless otherwise stated (Question 9)

No	Question	Points
1.	Timescales	
1.1	<u>Please confirm whether you will be able to achieve the specification within the stated timescales i.e. (Yes/No)</u>	Mandatory
1.2	Please confirm that the associated materials will be bilingual (Welsh/English) <u>(Yes/No)</u>	Mandatory
1.3	Provide a detailed project plan and timeline to ensure completion detailing key milestones and deliverables	100
2.	Experience, examples and credentials	
2.1	Please provide the details and credentials of the team that you intend to work on this project	50

2.2	Please provide an example of design that you could provide for our campaign	100
2.3	What is your experience and previous success in delivering similar projects please provide 2 case studies as detailed below **	100
3.	Costs	
3.1	Please detail your costs for meeting the requirements of the specification and please break this down under the following headings: brand identity, marketing materials including web design assets, promotional film, PR campaign and patient booklet and journal.	150

** The case studies should include an overview of the original brief for similar projects. Case studies should be submitted on no more than 2 sides of A4 and 2 pages of images. Each case study will score a maximum of 50 points.

Case studies should include the name of the Company and as a minimum your response should include:

- A description of the project undertaken
- The impact of the project undertaken

Interview

The PTHB Charity intend to meet with the suppliers, the aim of this meeting/interview will be to clarify any points raised in the quote response and for suppliers to provide a demonstration of the services offered. It should be noted that the evaluation group may amend any scores previously awarded upon demonstration and clarifying any points.

The interview panel will consist of:

- Ian Jones, Procurement Business Manager, NHS Wales Shared Services Partnership – Procurement Services
- Abe Sampson, PTHB Charity Manager

Date of Interviews: 1st June 2021

The supplier interviews will be held via MS Teams.

Terms and Conditions

This quotation and any subsequent Contract or Purchase Order will be subject to NHS Wales Standard Terms and Conditions for the Purchase of Goods and Services as attached.

Please confirm you accept the attached Contract Terms	Yes / No (delete as applicable)
---	---------------------------------

The Bid Response

PTHB Charity Named Contact Point

1. The Health Board's named contact point for the procurement is:

Ian Jones, Procurement Business Manager

NHS Wales Shared Services Partnership – Procurement Services

Email: ian.r.jones@wales.nhs.uk

5. Queries about recruitment

All requests for clarification or further information in respect of this ITT should be addressed, in writing, to the Health Board's named contact point via the E-tendering portal online messaging facility. No approach of any kind in connection with this ITT should be made to any other person within, or associated with, the Health Board.

This ITT is being provided on the same basis to all Bidders.

If the Health Board considers any question or request for clarification to be of material significance, both the question and the response will be communicated, in a suitably anonymous form, to all Bidders who have responded; have expressed an interest; or those that show an interest before the closing date for the submission of the ITT via the E-tendering portal online messaging facility. All responses received and any communication from Bidders will be treated in confidence but will be subject to this paragraph.

6. Additional Information

Charity marketing and brand development proposal

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The Health Board expressly reserves the right to require a Bidder to provide additional information supplementing or clarifying any of the information provided in response to the requests set out in this ITQ. The Health Board reserves the right to purchase whole or part of the items requested.

7. Bidder Contact Point

Bidders are asked to include a single point of contact in their organisation for their response to the ITQ. As all contact will be made via the E-tendering portal online messaging facility this nominated contact must be registered and have access to the E-tendering website to ensure that any messages are received promptly. The Health Board will not be responsible for contacting the Bidder through any route other than the nominated contact. The Bidder must therefore undertake to notify any changes relating to the contact promptly.

8. Submission of Completed Invitation to Quote

You must submit your completed ITT via the etenderWales Bravo Solutions system no later than 30th May 2021. Completed ITQ's may be submitted at any time before the closing date. Please note that completed ITQ's received after the closing date may be rejected.

Jones, Shania
11/26/2021 11:09:22

Appendix 2 – jamjar pr proposal



Jones, Shenja
11/16/2021 11:00:27

Timescales

1.1

We can confirm that we will be able to achieve the specification within the stated timescales of 2-3 months.

1.2

As a bilingual agency, we can confirm that all associated materials will be bilingual.

1.3

Please find below a suggested timeline. We use market leading project management software – Monday.com – to plan and track projects. Each client has its own dedicated board on the platform, which is the place we map out what needs doing and by when, who's working on what and where things stand.

Through the tool we plan the project and workload over time, plotting in relevant review periods, deadlines and delivery dates. This is shared with the client and third parties so that they can set time aside in their workloads for their element of the project or to review our work. All parties can also access it at any time to see the status of the project.

The software also allows us to communicate internally and externally. Through the platform, we keep clients in the loop as to what is going on, and also ask for information or for them to feedback and review our work.

By having a transparent implementation plan, everybody knows what is planned and when, what resources we need and when, improving communication between all participants and delivering a successful outcome for the project.

Jones, Shenja
11/26/2021 11:00:27

Timeline



Set up

Start of work meeting - confirm brief, timelines, deliverables	w/c 12/07
Brand discovery session with stakeholders and desktop research	w/c 19/07

Brand identity

jamjar to create x3 initial concepts	26/07-06/08
Steering group consultations on initial concepts	w/c 09/08
Develop/refine chosen concept	16/08-27/08
Steering group consultation on refined concept	w/c 30/08
Finalise brand identity / brand sign off	w/c 06/09

Brand assets

Jamjar to create brand guidelines	w/c 13/09
Client review/amends and sign off of brand guidelines	w/c 20/09
Jamjar to create all other assets	20/09-01/10
Client review/amends and sign off	w/c 04/10
Delivery of all assets	w/c 11/10

Jones, Shenja
11/26/2021 11:00:27

Experience, examples and credentials



2.1 We are a multi-award winning, bilingual creative agency, overflowing with ideas to bring your brand to life. Inside our jar you'll find a bunch of creative thinkers, strategic shapers, brand busters, digital innovators, problem solvers, word wizards, social whizz kids, content creators and design gurus.

Our team has experience of working on a range of bilingual branding and marketing projects within the healthcare and not-for-profit sector in Wales. Clients experience includes:

- Life Sciences Hub Wales
- Public Health Wales
- NHS Wales Informatics Service
- Velindre Cancer Centre
- Cardiff & Vale University Health Board
- Cwm Taf Morgannwg University Health Board
- Hywel Dda University Health Board
- Cancer Research Wales
- Thrive Women's Aid
- Barcud Housing Association

Lyndsey Jenkins - Brand strategist - Lyndsey has experience of working with a number of health organisations in Wales including: Life Sciences Hub Wales, Public Health Wales, Cwm Taf Morgannwg University Health Board, Hywel Dda University Health Board, NHS Wales Informatics Service. A brand communications specialist, for this project Lyndsey would ensure a cohesive, meaningful and impactful visual and verbal identity are developed. As managing director, she would also oversee the project, focussing on the planning, quality management and ensuring it is delivered against set budgets and timescales.

Anna Jarvis - Head of Creative - With a degree in Creative Digital Media, Anna is an experienced designer who specialises in creating bilingual brands and visual content, such digital graphics, infographics, posters and leaflets for clients, including Welsh Government, Cancer Research Wales, Life Sciences Hub Wales, Hywel Dda University Health Board, and Public Health Wales. For this project, Anna will be responsible for brand development.

Emily Grinstead - Senior designer - Emily holds a BA in Graphic Communication and is an experienced all-round creative. Her skillset covers branding, UI/UX, editorial, art-working and digital design and she has created bilingual design work for clients including Welsh Government, S4C, UEFA, and FAW. For this project, Emily will be responsible for creating all of the design assets.

Rhian Richards - Head of Welsh language - Working alongside the creative team, Rhian will ensure adherence to the Welsh Language Act. With a degree in Welsh language, Rhian is an experienced bilingual (Welsh/English) communications professional with experience of working with Welsh Government, Big Lottery Fund, Arts Council for Wales and Wales Millennium Centre.

Hannah Young - Account manager
Hannah is a motivated and driven communications professional with a creative, strategic and organised mind-set. She has a decade of experience in the industry representing health, lifestyle and wellbeing brands both globally and within the UK. For this project, she will oversee the day-to-day running of the project and work closely with the client and focus group team on brand engagement.

Example design

2.2 As we're a creative communications agency, rather than purely a design agency, we're not just about creating snazzy logos. We specialise in aligning the visual and verbal elements of a brand to create an impactful, cohesive and engaging end result.

The visual and verbal elements of your brand will be prevalent at every point of interaction your stakeholders have with your brand, so it is important that they are cohesive and consistent. We'll make sure there's a clear connection between the words you will use and write and the visuals (logo, colour, typography, graphical devices) which will illustrate them. We'll road test this brand identity system not only with you but with your stakeholders to ensure that the brand is resonating and delivering on every level.

As part of our development process, we undertake multiple engagement sessions to ensure our work reflects your organisation (now and in the future) and resonates with your target audiences. This means we're not in a position to provide any example designs at this stage.

There are several factors that we will take into account when creating the brand:

- Audience interactions - what do we want your audiences to feel, think and do as a result of seeing your brand
- Design psychology - the success of any visual identity depends on how it is perceived and aspects such as colour and shape impact on this
- Inclusivity - Accessibility, inclusivity and the Welsh language influence the choices we make as part of the development process.



Cancer Research Wales - campaign identities we have developed



Jones Shenja
11/26/2021 11:00

Case study



Barcud Housing Association

In 2020, Tai Ceredigion and Mid-Wales Housing Associations merged representing the first-ever merger of a traditional housing association and a stock transfer organisation in Wales. A new name for the merged organisation was chosen - Barcud - due to the red kite's prevalence in the region and its positive connotations.

jamjar was commissioned to develop a strong brand identity in conjunction with staff and tenants, combining an eye-catching visual identity with a meaningful verbal identity.

The starting point for us was the development of a brand strategy, which provided the building blocks for the identity. Working with stakeholders, we developed:

- A brand vision - Firm foundations for life
- A brand mission - We will build firm foundations for life through better homes, brighter futures and strong communities
- Brand values - Committed, Proud, Respect, Care, Team
- A strap line - Firm foundations, Better homes, Strong communities

From this we were able to develop a visual identity (see next page), which incorporated the red kite's iconic wingspan into a symbol based around its offering of firm foundations, better homes and strong communities.

Steering group consultations were scheduled throughout the development process to ensure the visual and verbal identity was reflective of the organisation.

Once the identity was signed off, brand guidelines were created to support its application going forward, along with a suite of communication assets.

Jones, Shenja
11/26/2021 11:00:27

Case study

Barcud Housing Association

janjar



Website



Brochure



Jones Shenia
11/26/2021 11:00:27

Case study



Public Health Wales - Vaccination Saves Lives

Following a competitive pitch, jamjar was commissioned to develop a strong and recognisable bilingual visual identity for use in all immunisation resources and assets produced by Public Health Wales. Our brief was to create a visual identity informed by research, behavioural science and public engagement, which is viewed by the target audience as being trustworthy, authoritative, contemporary, fresh and engaging.

Following desktop research and extensive consultation with the target audience, we set about developing visual concepts which we felt best fitted the brief.

The chosen logo identity incorporates a heart and the letters 'B' (Brechu) and 'V' (Vaccinations) within a shield to represent the protection provided by immunisations. It also includes a strong strapline 'Vaccination saves lives', designed to portray the significance of immunisations.

A colour palette was chosen for the identity based on public engagement, colour psychology, and the emotions and feelings we wanted to illicit amongst our target audience.

Sub-brands of the overarching visual identity were created to aid personalisation amongst our key audience groups.

We created graphical devices to apply across the resources to strengthen recognition of the brand amongst audience groups. This included:

- Using the shape of the shield in the logo to add borders to images
- Adding the protective swirl to photography to highlight the person that needs protecting

Once the identity was signed off, we created brand guidelines, along with a suite of communication resources.

Jones, Shenja
11/26/2021 11:00:27

Case study

Public Health Wales - Vaccination Saves Lives

jamjar



Jones Shenja
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Costings

Brand identity includes:

Research
Brand discovery session
Three initial concepts
Two virtual engagement sessions
Refinement of chosen concept
Delivery of final identity

9.5 days @ £400 per day
£3,800

Brand guidelines includes:

Colour palette
Typography
Tone of voice
Brand devices
Brand application examples

4 days @ £400 per day
£1,600

Marketing materials includes:

Email footer
Social media covers and post templates
Promotional film
A5 leaflet
Digital banner
Document template

7 days @ £400 per day
£2,800

Total cost:
£8,200 & VAT

We confirm that we accept the attached Contract Terms.

Jones, Shenja
11/26/2021 11:00:27

Appendix 3 – Additional visual examples

Example of our work
National Forest for Wales
brand and visual identity

Jones, Shania
11/26/2021 11:00:27



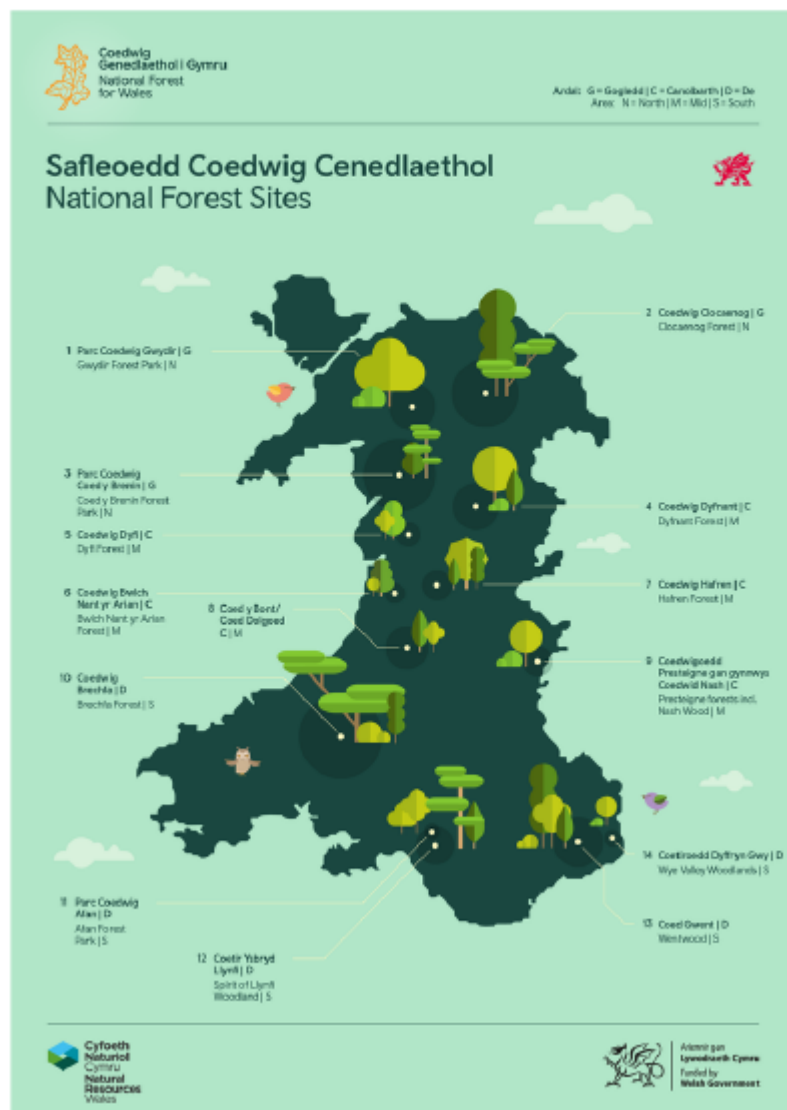
Jones, Shenja
11/26/2021 11:00:27



Jones, Shania
11/26/2021 11:00:21



Example forest map



External signage





Jones, Shenja
11/26/2021 11:00:27

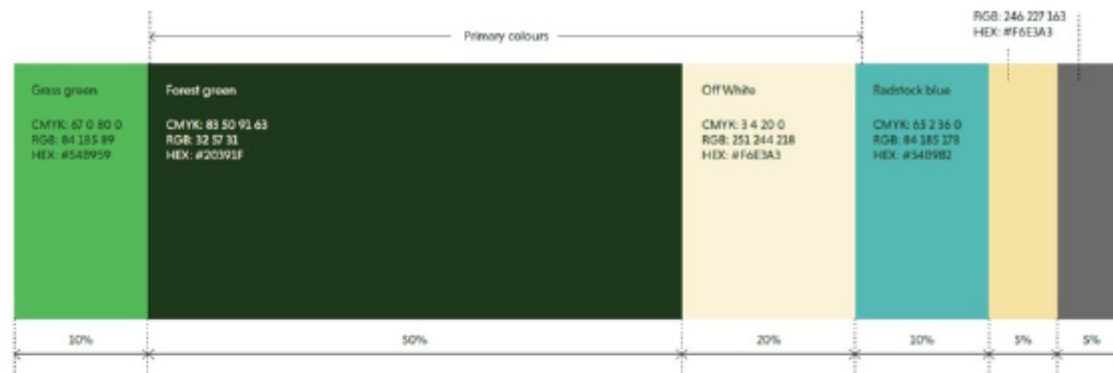
Example of our work

Somer Valley Rediscovered - visual identity

Jones, Shenja
11/26/2021 11:00:27



Jones, Shenja
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Colour palette



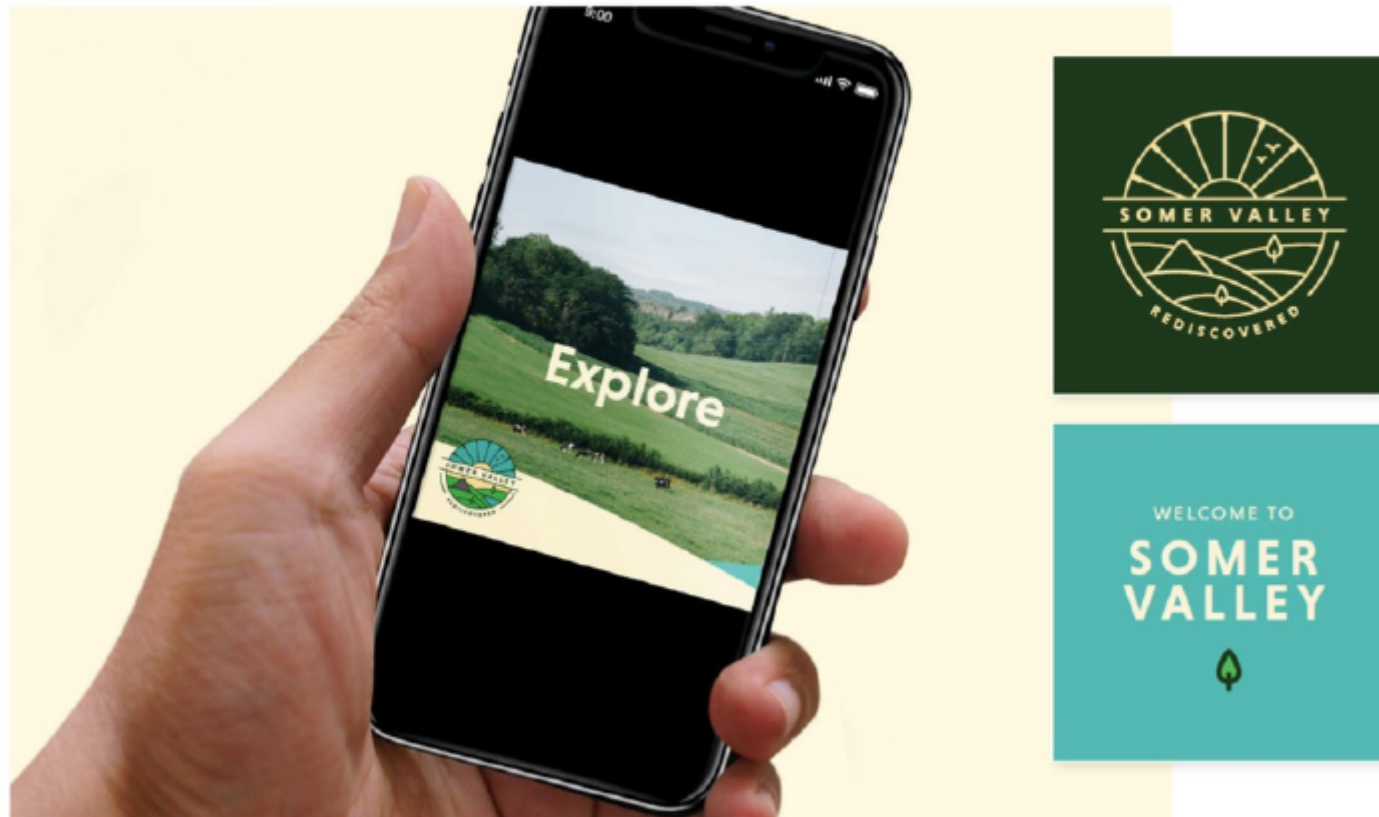
Graphical devices

In line logo identity



Jones Shenja
11/26/2021 11:00:27

Visual identity application - social



Jones Shenja
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Visual identity application - print



Jones, Shenja
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Charity marketing and brand
development proposal

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Charitable Funds Committee
01 December 2021
Agenda Item: 2.5

AGENDA ITEM: 2.6

Charitable Funds Committee		DATE OF MEETING: 01 December 2021
Subject:	Charity budget request	
Approved and Presented by:	Charity Manager	
Prepared by:	Charity Manager	
Considered by Executive Committee on:	N/A	
Other Committees and meetings considered at:	N/A	

PURPOSE:

To present a proposal for the creation of an annual Charity operational budget.

RECOMMENDATION(S):

The Charitable Funds Committee is requested to APPROVE the creation of a dedicated operational budget for the Charity team. The budget will help to facilitate the delivery of key strategic objectives and allow the Charity team to continue to operate efficiently throughout the year.

Approval/Ratification/Decision ¹	Discussion	Information
✓	x	x

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

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

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

EXECUTIVE SUMMARY:

This paper outlines the case for establishing an annual budget for the Charity team to utilise throughout the year, to help fulfill the delivery of PTHB Charity's strategic objectives.

The request is to support a budget of **£3,070** for the period of October 2021 – March 2022. Following progress with this budget, a request for a twelve-month budget from April 2022 will follow next year.

DETAILED BACKGROUND AND ASSESSMENT:

The Health Board's Charity team has continued to grow over the past 18 months with the addition of new internal and external communication channels, a much-increased public-facing presence and the development of new partnerships and commitments. The scope of the Charity is planned to continue to grow in line with its Annual Plan and strategic objectives.

The introduction of an annual operational budget will provide crucial support to both the Charity Manager and Charity Administrative Support Officer. It will allow the team to commission some small creative design and marketing support for communications, create new materials to support staff and patients, and help us to reach more people. A dedicated budget for the Charity will directly contribute to the delivery of the long-term objectives as identified in its annual workplan.

For a more detailed breakdown of the anticipated budget please refer to **Appendix 1**. The budget includes headings that are not currently applicable during current period but will likely be needed for future annual budget requests.

NEXT STEPS:

N/A

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

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

Operational	✓				
Reputational	✓				

Jones, Shania
11/26/2021 11:06:27

Charity budget request

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Charitable Funds Committee
01 December 2021
Agenda Item: 2.6

Appendix 1

PTHB Charity Anticipated Budget

October 2021 - March 2021

Expenditure	Estimated budget	Notes
Design services	£720.00	Cost includes some externally commissioned design work for the following: pop up banner, staff and public leaflets, business cards, branded stationery. Potentially more work required in initial period following brand redesign, which will taper down over time. Estimated from quotes of £400 per day plus VAT for creative/marketing work and roughly 1.5 days.
Marketing	£600.00	Cost includes funds to promote selected social media posts for specific campaigns and budget for one additional day of marketing support, to support our launch campaign.
Printing services and branded materials	£675.00	Creation of promotional materials that can be used to support additional engagement and take advantage of the Charity's new branding. Taking into consideration costs for public and staff A5 leaflets, 1-2 pop-up banners, posters, etc
Photography	£300.00	Based on the cost of using a professional photographer to produce photos for marketing and promotional purposes. Dependent on costs, we may look to invest in a camera for the Charity in future budgets to reduce ongoing costs and only commission professional photography for key events.
Hospitality	£0.00	Not necessary for outlined period but will be relevant in future budgets.
Postage	£75.00	Postage to cover costs of additional postage for materials (leaflets, posters, etc)
Website maintenance	£0.00	Not necessary for outlined period but will be relevant in future budgets.
Software licenses / subscriptions	£500.00	Based on annually billed cost for Just Giving (donation management software), Creative Cloud (to enable more design work and make us less reliant on external support), and Ripl (to help manage and schedule our social media channels more efficiently)- these costs would remain the same for the next financial year as they would be 12 month subscriptions.
Travel	£200.00	Based on an estimate of 300 miles at current rate of 67p per mile.
Event hire	£0.00	Not necessary for outlined period but will be relevant in future budgets.
Institutional membership	£0.00	Not necessary for outlined period but will be relevant in future budgets.
Total	£3,070.00	

Jones, Shania
11/26/2021 11:00:27

AGENDA ITEM: 2.7

CHARITABLE FUNDS COMMITTEE		DATE OF MEETING: 1st December 2021
Subject :	PAVO Small Grants Scheme Report	
Approved and Presented by:	Charity Manager	
Prepared by:	Charity Manager	
Considered by Executive Committee on:	Not considered at time of reporting	
Other Committees and meetings considered at:	N/A	

PURPOSE:

To present an update on the PAVO Small Grant Scheme, with details on PAVO's recommendations for grants to be awarded in 21/22.

PAVO's Small Grants panel has reviewed all project proposals and has presented its funding recommendations for the Charitable Funds Committee.

RECOMMENDATION(S):

The Committee is also requested to APPROVE PAVO's recommendations for projects to be funded in 21/22.

Approval/Ratification/Decision¹	Discussion	Information
✓	x	x

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

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

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

EXECUTIVE SUMMARY:

The Charitable Funds Committee is requested to APPROVE PAVO's Small Grant Scheme 21/22 recommendations to fund 8 projects for a total of £10,462.

A full summary of the funding recommendations can be found at Appendix 1.

DETAILED BACKGROUND AND ASSESSMENT:

The Small Grant Scheme for 21/22 projects has been impacted by delays due to COVID-19, with a panel review of applications taking place later than anticipated with a longer time period needed to advertise the grant scheme.

PAVO have requested that any newly funded proposals be given a full 12 months to deliver their proposed projects from the date of award.

PAVO are entitled to a 10% fee for their work in managing the grant scheme under the agreed Small Grant Scheme partnership.

NEXT STEPS:

Jones, Shania
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The Committee's decisions on the Small Grants Scheme will be communicated to PAVO, who will manage the day to day administration and evaluation of the funded projects.

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

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

Appendix 1 – Small Grants Scheme Recommendations for Funding

ORGANISATION	£	Priority	New / existing project	Project description	Panel recommendation	Award amount	Reason for declining application
Tawe Pickleball Club	£1,196.00	Prevention / Health & Wellbeing	Existing project	Provision of 4 Pickleball Starter Packs, to be used by the club in free sessions for the community	Fund fully	£1,196.00	N/A
Mid and North Powys Mind	£1,457.49	Prevention / Health & Wellbeing	Existing project	12 week Beginners Running Course in Llanidloes: Across 12 weeks, the course will guide and support people from being inactive through to running for 30 mins / 5 kilometres.	Fund fully	£1,457.49	N/A
The DPJ Foundation	£1,455.99	Prevention / Health & Wellbeing ; Promotion / maintaining independence	New project	A project to provide a custom mug in Powys Livestock market cafes with contact details for third sector support services working to support farmers in Powys.	Fund fully	£1,455.99	N/A

Jones, Shenja
11/26/2021 11:10:27

1st Montgomery Rangers	£1,240.00	Prevention / Health & Wellbeing	New project	A series of activities to support young women in Montgomery gain outdoor skills, have adventures, and help the local community.	Fund fully	£1,240.00	N/A
Knighton & District Community Centre	£1,500.00	Prevention / Health & Wellbeing	Existing Project	A Crafty Coffee at the Comm is intended to be project which will allow the attendees opportunities to engage meaningfully in an environment offering educational, emotional nourishment, social and supportive bi-monthly craft groups.	Fund fully	£1,500.00	N/A
Talgarth Town Junior FC (Girls Section)	£835.28	Prevention / Health & Wellbeing	New project	In order to promote a healthy start in life and increase physical activity in young girls, we are seeking to establish a girls' team at the football club, offering training and games for girls aged 5 - 10.	Fund fully	£835.28	N/A

Jones, Shenja
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Radiate Arts C.I.C.	£1,400.00	Prevention / Health & Wellbeing	New project	'Pedal Pals' will deliver participant-led community-based bicycle maintenance, enhancement, e-bike kit upgrade workshops; circular economy practical education courses; re-distribute re-cycled bikes to those in our community who are experiencing financial difficulties; and provide participants free use of e-bikes for to explore the routes around Llyn Clywedog which will improve their physical and mental wellbeing.	Fund fully	£1,400.00	N/A
BCA Independent Advocacy Services	£1,377.24	Prevention / Health & Wellbeing	Existing project	Choir Cats is an inclusive singing group which gives adults with a learning disability the opportunity to meet up with friends to sing and dance both online and in "real life" leading to decreased social isolation and enhancing mental health and well-being.	Fund fully	£1,377.24	N/A

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Credu	£1,500.00	Prevention / Health & Wellbeing	Existing project	Working in partnership to understand what matters to people who draw on care & support and carers, we will provide training for local people 'hearing the voices that get lost and getting to the heart of what really matters'	Decline	£0.00	Panel felt this was a poorly written, vague bid that was unclear in what it would and achieve.
Pontneathvaughan OAP Welfare Association	£2,250.00	Prevention / Health & Wellbeing	New project	Promote social wellbeing of the OAP's in Pontneathvaughan, providing entertainment, social, physical and mental health for the OAP's	Decline	£0.00	Panel felt this was a poorly written bid, with incorrect costings
Llys Glan Yr Afon	£1,431.00	Prevention / Health & Wellbeing	Existing project	Putting together a range of activities over a year for the residents of Llys Glan Yr Afon to enable residents to be able to take part in activities together after months of being in lockdown	Decline	£0.00	Panel were unsure of this bid, and why the Housing Association weren't supporting the residents with these sorts of activities
Total Applied for	£15,643.00			Total recommended by panel		£10,462.00	

Jones, Shenja
11/26/2021 11:10:27



AGENDA ITEM: 3.1

Charitable Funds Committee		DATE OF MEETING: 1st December 2021
Subject:	Charity Activity Report	
Approved and Presented by:	Charity Manager	
Prepared by:	Charity Administrative Support Officer & Charity Manager	
Considered by Executive Committee on:	N/A	
Other Committees and meetings considered at:	N/A	

PURPOSE:

To present a summary of key Charity engagement activity.

RECOMMENDATION(S):

The Charitable Funds Committee is requested to NOTE the summary of fundraising and engagement activity for the Charity in the period since the last Committee meeting.

Approval/Ratification/Decision¹	Discussion	Information
x	✓	x

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

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

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

EXECUTIVE SUMMARY:

Key activities for the Charity during the period include:

- **Fundraising and key donations**
- **Ongoing projects and partnerships**
- **Communications and campaigns**
- **Social media report**

A more detailed summary of activity can be found at Appendix 1.

DETAILED BACKGROUND AND ASSESSMENT:

The report at Appendix 1 has been compiled to summarise the key progress areas for the PTHB Charity during the period.

NEXT STEPS:

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

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

IMPACT ASSESSMENT

Equality Act 2010, Protected Characteristics:

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

Jones, Shania
 11/26/2021 11:08:27

Appendix 1

Charity Activity Report (June 2021 – November 2021)

Fundraising & key donations

The past few months have been quieter for large donations but there have been some strong fundraising efforts from local fundraisers for the Palliative care team and NFU Mutual, where the Maldwyn Agency chose to make a sizeable contribution to the Newtown Stroke Unit. Feedback from NHS Charities Together and the All Wales NHS Charities Groups indicates that donations and income has been significantly impacted across the sector after a hugely successful 2020. The Charity will be preparing more targeted fundraising campaigns to try and address this.

The Charity and the Palliative Care Team has maintained a good relationship with recent fundraisers who are keen to continue to raise funds for the cause which they are passionate about. This is key to ensuring the full impact of projects are celebrated and all fundraisers are now being acknowledged through our regular, Sunday Shout Out social media posts. The Charity has created new resources to support community fundraisers and is still delivering new communications on the impact of legacies and how to plan ahead for prospective donors as part of its November campaign. Following this will be December's *Choose Your Cause* Christmas fundraising initiative to highlight the opportunity to donate to and fundraise for, individual services.

Alongside the above, the Charity has started discussions with the Improving the Cancer Journey (ICJ) team to collaborate with an external charity on a Legacy donation project. The ICJ has been made aware of a legacy donation (circa £350k) that was made to a partner cancer charity (Lingen Davies Cancer Fund) from a Powys resident and all parties are keen to utilise the funding in Powys. Discussions are ongoing but the hope is to develop a new fund which will be held and delivered through PTHB Charity in Powys.

The following significant donations and grants from organisations and members of the public were received during the period:

Date	Donation/Grant amount	Donor	Information
------	-----------------------	-------	-------------

May	£6,451	NFU Mutual Maldwyn Agency	Donation from NFU Mutual for the benefit of the Newtown Stroke Unit.
August	£2,616	Community Fundraiser / Just Giving	Donation in memory of Simon Tanner, for the creation of a Palliative Care resource library for children in memory of a patient. Any additional funding will be utilised to support the team.
October	£1,000	Brecon War Memorial Hospital	Donation from the relative of a patient after the good care his sister received.

Additional gifts and contributions continue to be made to staff at various hospital sites from local businesses and community members, which are logged separately by the Charity.

An excerpt from community member Penny Tanner's fundraiser in memory of her late husband Simon:

Simon passed away Saturday, 15th May 2021, aged 41 years old. His family are aware how much people thought of Simon and how many people have missed to see him during Covid. Since Simon's diagnosis, there has been one team who have gone above and beyond to support Simon, myself, Ella and Sophia. Any advice or problems we had, we knew who to ring to ask for guidance. This was the 'North Powys Specialist Palliative Care Nursing Team (Newtown Team)', who are a part of Powys Teaching Health Board, Macmillan and Severn Hospice. Their role is to support patients in the community (and they really do).

Ongoing projects and partnerships

PAVO Small Grants Scheme

The third and final round of funding for the Small Grant Scheme grants has now been completed after the deadline for submission was extended by PAVO until the 30th September. This decision was made to extend the deadline by four weeks as submissions had been slightly lower compared to the previous round. The panel have sent the project finalists for review shortly

for the Committee's review. Project evaluations for the second round of projects will also be due in the coming months, with those projects having been initially delayed due the disruption of the pandemic.

End of Life Care project

The final staff and public survey reports are almost ready for dissemination to the Board and Charitable Funds Committee and will be made available shortly. Due to the large uptake in responses to the surveys, there are a number of external organisations interested in the findings, such as Hospice UK and other Health Boards. The report will be shared internally before being shared more widely. In addition to a general project steering group, the project members have also established a spiritual care group to prioritise a key area to address from the survey results. The National Museum of Wales (NMW) is collaborating with the project group on its NHS Decides / Celf ar y Cyd project, which aims to deliver a bespoke implementation of artwork for hospital settings. While the project involves all Health Boards in Wales, PTHB is the only Health Board that is utilising the project in end of life care. The NHS Decides project will lead to bespoke packs for patients, families and caregivers which includes a variety of artwork and supporting materials that have been chosen and developed with input from staff and patients. As of November, a shortlist of 8 has been created following a public vote from PTHB staff. NMW will now develop supporting materials (including soundscapes, commissioned poetry, activities and contextual information) that will help people learn and gain more from the pieces.

Campaigns & communications

July, September and November have been key months for the Charity's public and staff comms, with our Charity Administrative Support Officer enabling us to develop more ambitious campaigns. On the 5th July, we marked the 73rd birthday of the NHS by taking part in the NHS Big Tea campaign. The national campaign was coordinated by NHS Charities Together as an opportunity to celebrate and reflect on the successes of the NHS. We used the campaign as an opportunity to highlight the various projects, big and small, that were funded over the previous 12 months in Powys, with a view to encouraging new project applicants. We also held a PTHB wide Randomised Tea Break, which was an opportunity for PTHB staff members to sign up, with the Charity pairing people up with other colleagues at random and arranging a short coffee break catch up which could be held physically or

digitally. The aim was to help staff connect (or reconnect). This first event was a success with over 30 staff participating and some excellent feedback from those who did:

'We found some astonishing and unlikely things in common.'

'Thank you for organising the Randomised Tea Break, Elizabeth and I met for our break yesterday afternoon we did not stop chatting from the time we made contact until reluctantly ending our conversation, there was so much we learned about our roles within the trust along with the experiences both professionally and personally which brought us to PTHB – it was, we both agreed to be a perfect match.'

We kickstarted September with our '25 years of PTHB Charity' campaign to commemorate 25 years since the Charity was first registered with the Charity Commission. The campaign started on the 6th September and runs until the end of the month. To help boost engagement we are running another Randomised Tea Break to build on the success of our first in July, to open up the opportunity for those who weren't able to take part or those wanted another opportunity to connect with new colleagues. In addition to this we launched a photo competition for Powys schools and members of the public. The aim of the competition was to encourage more engagement from the public with the Charity and help to widen our reach. Keeping the remit broad was vital as we did not want to discourage anyone from participating. Our plan is to highlight the winning entries by creating a Charity calendar, which will also be a small Christmas fundraising opportunity and help shape our plans for 2022.

A brief excerpt from our recent Photo competition letters for schools (a public version to libraries and posted to our social channels, website and newsletter):

We are asking participants to send in photographs of Powys from the last 25 years. These photos could include buildings, wildlife, but do not have to be nature orientated. We are, however, looking for photographs that mean something to the people of Powys. We want to capture the people, places and stories behind the photos, that is why when entered we ask for a small explanation or story as to why this photo is important to you.

We encourage you to adapt the competition to fit with your curriculum, whether it is taking the creative approach, historical or literacy approach we hope that the children enjoy the opportunity to get involved in a Powys wide competition.

This is open to all ages, and we will except individual or group/class submissions. Please make us aware if it is a group/class you are submitting into competition.

This competition is open to adults and the public however, we are running a separate category for schools and children submissions. Please identify if you are a school when submitting into the competition.

The winning photographs will feature on our social media channels and our Charity calendar for 2022.

Following on from a busy September, we prepared for a new campaign to encourage Legacy donations in November. This leads us into the Christmas period, where fundraising will be a comms priority with *Choose Your Cause*, which is aiming to spotlight fundraising opportunities for individual PTHB services.

The new year should align itself with the Charity's work on delivering its new brand, which will be its most important and biggest campaign to date. We will continue to share all of the information on our campaigns and updates through our monthly newsletters. A full breakdown of our social media engagement for June through October can be found below.

Social media engagement report

Social Media glossary

- **Engage** – Attracting users' attention and actively involving them in a conversation.
- **Engagement Rate** – A social media metric to describe the number of interactions users have had with a piece of content (i.e. "Liking", retweeting, commenting etc.)
- **Follow** – Subscribing to the updates of fellow users. Typically applies to Twitter and Instagram.
- **Follower** – A subscriber of another user's feed. Typically applies to Twitter and Instagram.
- **Following** – Users whose feeds you subscribe to. Typically applies to Twitter and Instagram.
- **Organic Reach** – The number of people who saw your post without paying to promote it.
- **Reach** – The total number of people who saw your post (includes organic and paid reach).
- **Tweet** – A post on popular micro-blogging site Twitter.

- **Tweet impression** - Twitter impressions show **how many *total* times people have seen your tweet**. In other words, 500 impressions = your tweet has been seen 500 times.

A key goal for the Charity between May and August was to increase social media presence on both Facebook and Twitter platforms to reach a wider audience and grow our following. Several key events have taken place since May which helped to raise awareness of the Charity within the Powys Community and with Powys Teaching Health Board Staff, the Charity's two primary audiences.

These events included the NHS 75th Birthday on the 5 July 2021 and the run up to the Charity's 25 anniversary on the 6 September. We used both of these events to hold a Randomised Tea break, where PTHB staff had the opportunity to relax and connect with another member of staff. This was a huge success with over 30 members of staff taking part in July and the campaign also received 1,360 tweet impressions and it reached a total of 757 people on Facebook.

Jones, Shenja
11/26/2021 11:00:27



Image 1



Image 2



Image 3

On 23 May 2021 we launched a brand-new Sunday shout-out campaign. The impetus behind this was that we wanted the opportunity to thank partners, donors or individuals publicly as well as drawing more attention to the fundraising efforts and opportunities available for our audiences. It is a way of giving recognition to those who support the day-to-day operations of the Charity and boosting engagement. The Sunday shout-outs have been a huge success with the first Sunday shout-out which honoured Katie Williams (*Image 2*) for her fundraising efforts reaching a total of 2,919 tweet impressions and 357 people on Facebook. The most successful Sunday shout-out on Facebook was posted on the 6 June, in memory of Simon Tanner (*Image 3*), this post reached a total of 1,552 people.

Another social strategy that we have taken on is a Projects for Powys weekly post, much like the Sunday shout-out, we wanted to use our social media presence to highlight the projects that we have funded which directly support staff, patients and overall

wellbeing of Powys communities. In addition to this, we can drum up interest in individuals and organisations wanting to pitch projects and partnerships to us as well as making our staff aware of what opportunities exist. We launched these posts on the 30 June, beginning with six linked projects delivered in partnership with Powys Association of Voluntary Organisations (PAVO). Since then the posts have been focused on projects funded through General Purposes Charitable Funds and the COVID response fund. This has been slower to gain momentum on social media, we did not see a large audience reach until August on both Facebook and Twitter. The highest reached post Facebook was the Felindre Ward Occupational therapy garden (*Image 5*), it reached a total of 167 people. However, the research midwife (*Image 4*) post on Twitter reached a total of 1,464 impression, this reach is likely a result of the women and children's services having a larger presence on Twitter, and through their likes and shares we were able to reach a wider audience.



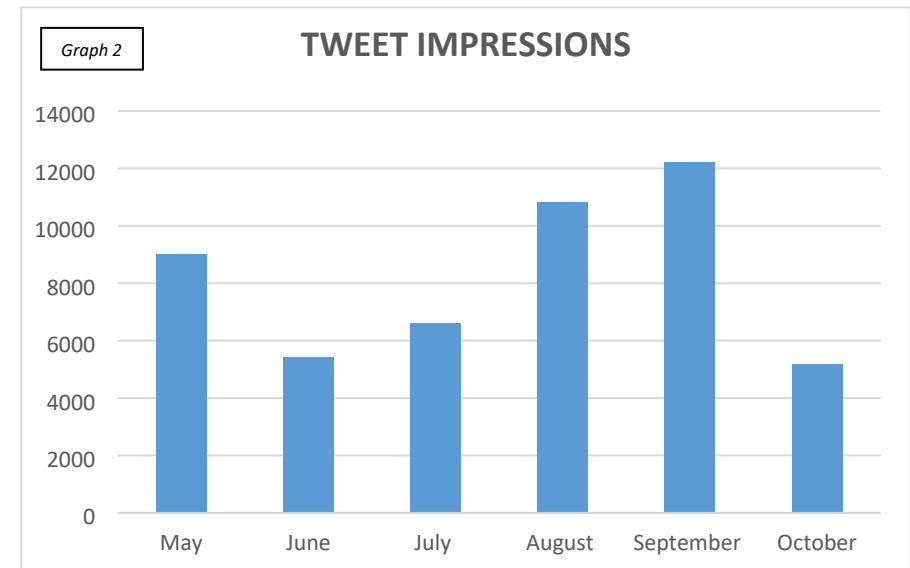
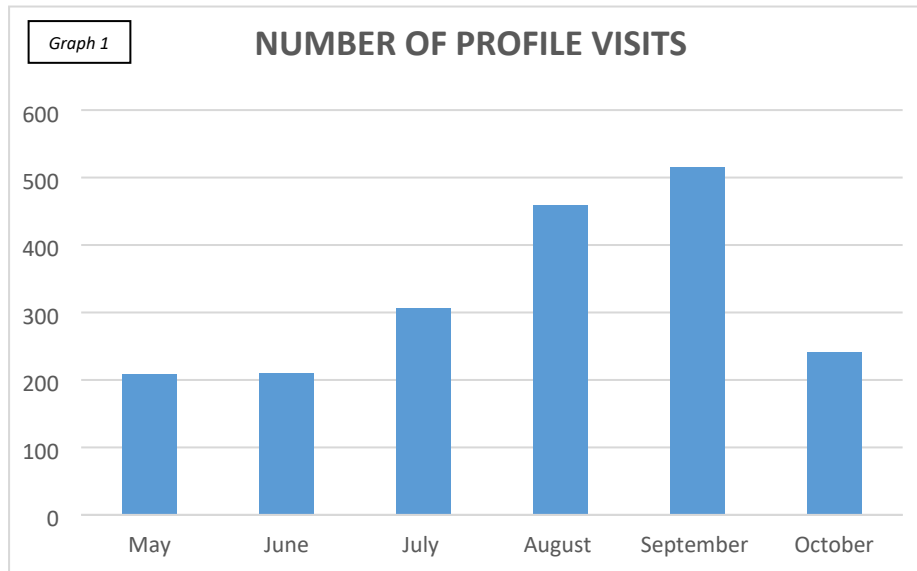
Image 4



Image 5

Twitter breakdown

- Tweet impression increased by 52.1% from July to August
- Tweet impression increased by 8.9% in September but decreased in October by 52.4%. This is because we scaled down our social media content in order to prepare for the legacy campaign set for November 2021 and Christmas content.
- We reached a total of 12,200 impressions in September.
- Profile visits increased by 82.8% from July to August.
- Gained 38 new followers from May to October.
- There was a total of 1,939 profile visits from May to October.



Highest Tweet impressions

May – Sunday Shout-out featuring Katie Williams (Image 6) earned 2,919 impressions.

June – The Randomised Tea Break in honour of the NHS 75th Birthday (*Image 7*) earned 1360 impressions.

July – Sunday Shout-out featuring NHS Charities Together (*Image 8*) earned 1401 impressions.

August – Sunday Shout-out featuring Llanidloes RFC (*Image 9*) earned 2566 impressions.

September – Sunday Shout-out featuring Powys Midwives earned 4,257 impressions.

October – Sunday Shout-out featuring PAVO Community Connectors earned 1,183 impressions.



Image 6

Image 7

Image 8

Image 9

Facebook breakdown

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 11/26/2021 11:00:27

Charity Activity Report

Page 13 of 15

Charitable Funds Committee
01 December 2021
Agenda Item: 3.1

As of the 31 August:

- Page views decreased by 67%
- Page likes increased by 100%
- Post reach decreased by 53% (total reach 122 people)
- Post engagement increased by 41%
- Page followers increased by 100%

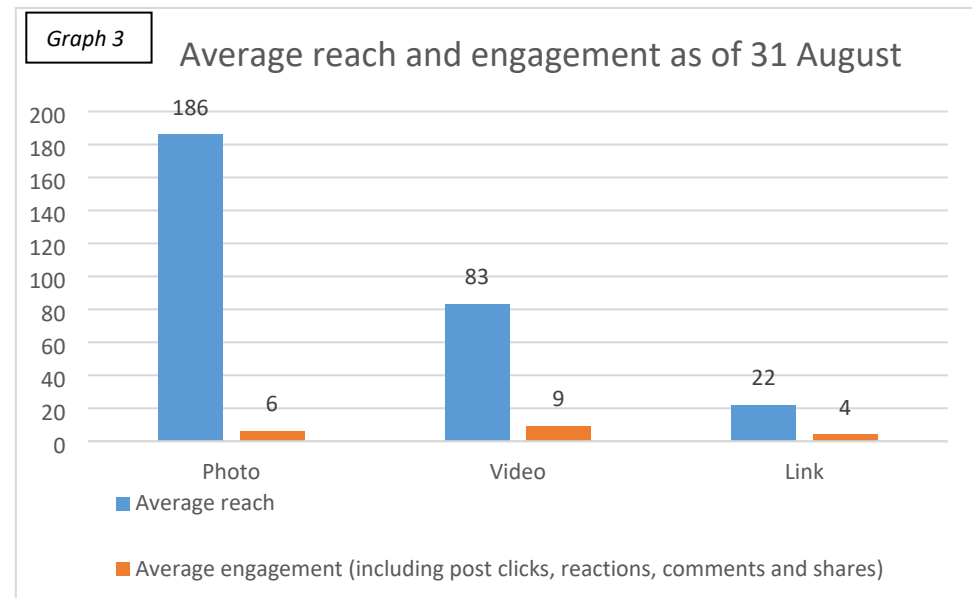
As of the 30 September:

- Page views increased by 174%
- Page likes decreased by 33%
- Post reach increased by 159% (total reach 1,867 people)
- Post engagement increased by 59%
- Videos increased by 3,000%
- Page followers increased by 33%

As of the 31 October:

- Page views decreased by 26%
- Page likes decreased by 50%
- Post reach decreased by 37% (total reach 1,222 people)
- Post engagement decreased by 43%
- Videos decreased by 57%
- Page followers decreased by 25%

It is important to note that October saw a drop-in engagement as we scaled down our social media content in order to prepare for the legacy campaign set for November 2021 and Christmas content.



Highest post reach

May – Sunday Shout-out featuring Katie Williams (*Image 6*) reached 357 people.

June – Sunday Shout-out featuring In Memory of Simon Tanner (*Image 3*) reached 1,552 people.

July – Infographic to celebrate the NHS 75th Birthday reached 656 people.

August – Projects for Powys featuring Felindre Ward Occupational therapy garden (*Image 5*) reached 167 people.

September – Advertisement for our photo Competition 'Capture the moment' reached 1,200 people.

October – A post highlighting that you can now sign up to our monthly newsletter, it reached 85 people.

Jones, Shenja
11/26/2021 11:00:27

Powys THB Finance Department

Charitable Funds Financial Summary

Charitable Funds Committee

Period End June 2021 (Month 3)
FY 2021/22

Date Meeting: 01 December 2021

Jones Shania
11/26/2021 11:00:27



Subject:	CHARITABLE FUNDS FINANCIAL SUMMARY AT END JUNE 2021
Approved & Presented by:	Pete Hopgood, Director of Finance
Prepared by:	Sarah Pritchard, Head of Financial Services
Other Committees and meetings considered at:	None

PURPOSE:
This paper provides the Committee with an update Expenditure Profile of the Charitable Funds for the period from 1st April 2021 to 20 th June 2021.
RECOMMENDATION:
It is recommended that the Committee: <ul style="list-style-type: none">• DISCUSS and NOTE financial summary.• NOTE the current level of income received and expenditure of funds from 1st April 2021 to 30th June 2021.• 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 01/04/21
Reported Closing Balance Period Ending 30 June 2021	3,581	↑
Movement in Closing Balance Compared Period Ending 31st March 2021 - Negative = reduction balance / Positive = increase in balance	120	↑

Income & Expenditure Movements	
Area	Value £'000
Total Expenditure: Period April 2021 to June 2021	124
Total Income: Period April 2021 to June 2021	245
Increase or (Decrease) In Fund Balance	120

Summary

- The opening balance at the 1st April 2021 was £3.460M during Months 1 to 3 this increased overall by £0.120m.
- Therefore the total income received in the period exceeded total expenditure for the same period by £0.120m.
- A breakdown of this between General Funds and Legacy funds can be found on the next page.

Balance General Funds		
Financial KPIs :	Value £'000	Trend Compared 01/04/21
Reported Closing Balance Period Ending 30 June 2021	2,141	↑
Movement in Closing Balance Compared Period Ending 31st March 2021 - Negative = reduction balance / Positive = increase in balance	127	↑

Balance Legacy Funds		
Financial KPIs :	Value £'000	Trend
Reported Closing Balance Period Ending 30 June 2021	1,440	↓
Movement in Closing Balance Compared Period Ending 31st March 2021 - Negative = reduction balance / Positive = increase in balance	-7	↓

Income & Expenditure Movements: General Funds	
Area	Value £'000
Total Expenditure: Period April 2021 to June 2021	117
Total Income: Period April 2021 to June 2021	245
Increase or (Decrease) In Fund Balance	127

Income & Expenditure Movements: Legacy Funds	
Area	Value £'000
Total Expenditure: Period April 2021 to June 2021	7
Total Income: Period April 2021 to June 2021	0
Increase or (Decrease) In Fund Balance	-7

Jones, J.
11/26/2021
11:00 AM

Executive Summary: Breakdown Balances General Funds

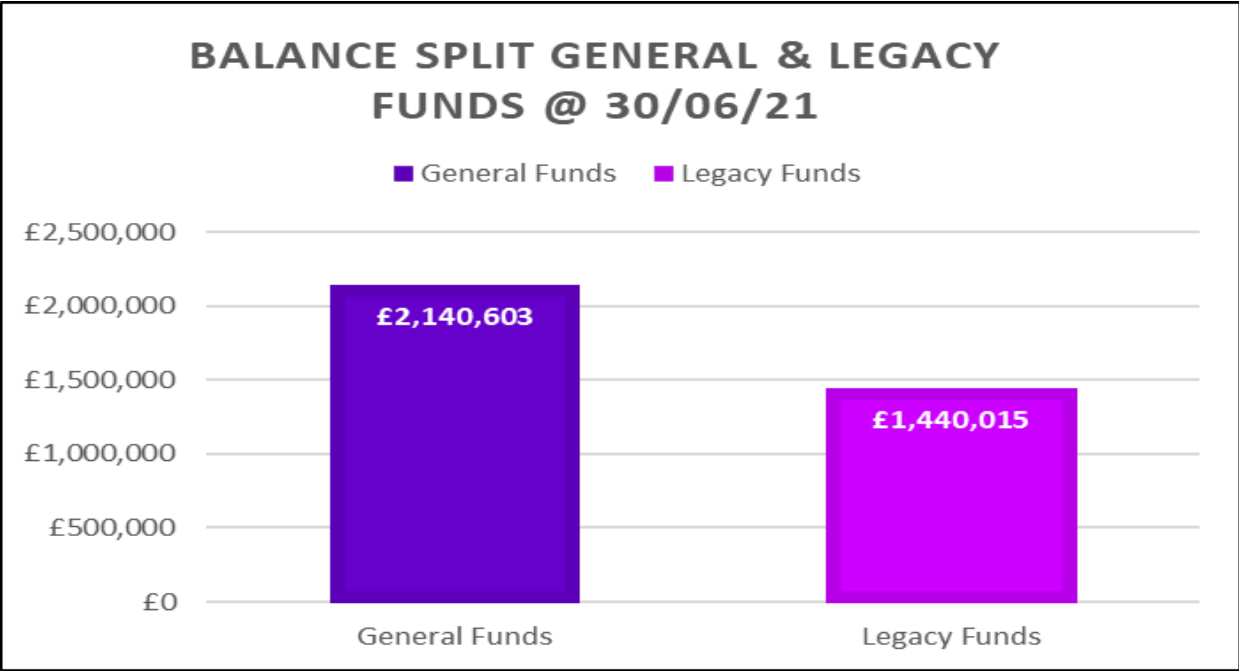
Expenditure Profile for 2021/22	Fund Balance 01/04/2021 £	Income Received 1st April 2021 to 30 June 2021 £	Payments Made 1st April 2021 to 30 June 2021 £	Balance 30 June 2021 £	Balance 1st April 2021 Spent %	Fund Increase (+ve)/ Decrease (-ve) since 1st April 2021 %
Funds over 100K						
Welshpool General Purposes	£180,568	£200,462	£299	£380,731	0.17%	110.85%
Mental Health General Purposes	£353,626	£0	£0	£353,626	0.00%	0.00%
Funds between 50 - 100k						
Ystradgynlais Geriatric Ward	£58,818	£2,172	£0	£60,990	0.00%	3.69%
Knighton General Purposes	£72,273	£0	£0	£72,273	0.00%	0.00%
Llandrindod General Purposes	£50,132	£30	£0	£50,162	0.00%	0.06%
Machynlleth General Purposes	£71,834	£180	£71	£71,943	0.10%	0.15%
Ystradgynlais General Purposes	£82,729	£991	£48,500	£35,220	58.63%	-57.43%
Funds between 25-50k						
Brecon General Purposes	£39,520	£0	£2,340	£37,180	5.92%	-5.92%
North Powys District Nursing	£29,884	£2,294	£0	£32,178	0.00%	7.68%
Funds Under 25K						
Brecon	£24,145	£323	£0	£24,468	0.00%	1.34%
Bronllys	£23,652	£10,000	£0	£33,652	0.00%	42.28%
Builth	£2,223	£0	£0	£2,223	0.00%	0.00%
Llandrindod	£19,969	£0	£308	£19,661	1.54%	-1.54%
Knighton	£3,807	£100	£0	£3,907	0.00%	2.63%
Llanidloes	£4,539	£0	£0	£4,539	0.00%	0.00%
Newtown	£19,581	£6,452	£2,588	£23,445	13.22%	19.73%
Welshpool	£48,998	£0	£0	£48,998	0.00%	0.00%
Ystradgynlais	£18,102	£0	£6,500	£11,602	35.91%	-35.91%
Women & Children's	£4,668	£0	£0	£4,668	0.00%	0.00%
Mental Health	£11,539	£0	£0	£11,539	0.00%	0.00%
POWYS WIDE						
Powys General Purposes	£729,361	£17,474	£49,727	£697,108	6.82%	-4.42%
Covid General Purposes	£111,910	£0	£6,829	£105,081	0.00%	0.00%
Nursing Directorate	£1,397	£0	£0	£1,397	0.00%	0.00%
Palliative Care Fund	£44,476	£4,161	£280	£48,357	0.63%	8.73%
District Speech Therapy	£126	£0	£0	£126	0.00%	0.00%
Diabetes Services	£5,531	£0	£0	£5,531	0.00%	0.00%
Total	£2,013,407	£244,638	£117,442	£2,140,603	5.83%	6.32%

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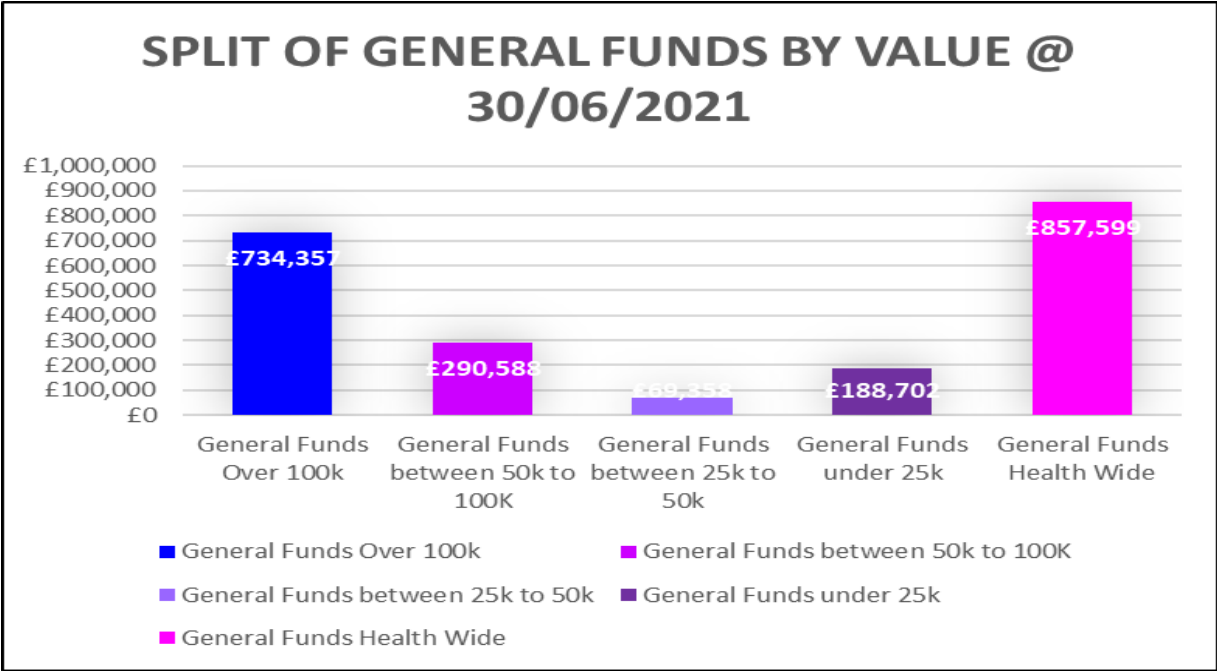
Expenditure Profile for 2021/22	Fund Balance 01/04/2021 £	Income Received 1st April 2021 to 30 June 2021 £	Payments Made 1st April 2021 to 30 June 2021 £	Balance 30 June 2021 £	Balance 1st April 2021 Spent %	Fund Increase (+ve)/ Decrease (-ve) since 1st April 2021 %
LEGACY FUNDS						
Brecon Training Legacy	£2,127	£0	£0	£2,127	0.00%	0.00%
AMI Legacy	£135,697	£0	£681	£135,016	0.50%	-0.50%
Hazels Legacy	£271,640	£0	£0	£271,640	0.00%	0.00%
Mid & South Powys Community & Palliative Services	£1,037,289	£0	£6,056	£1,031,232	0.58%	-0.58%
Total	£1,446,751	£0	£6,737	£1,440,015	0.47%	-0.47%

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Balances Legacy and General Funds

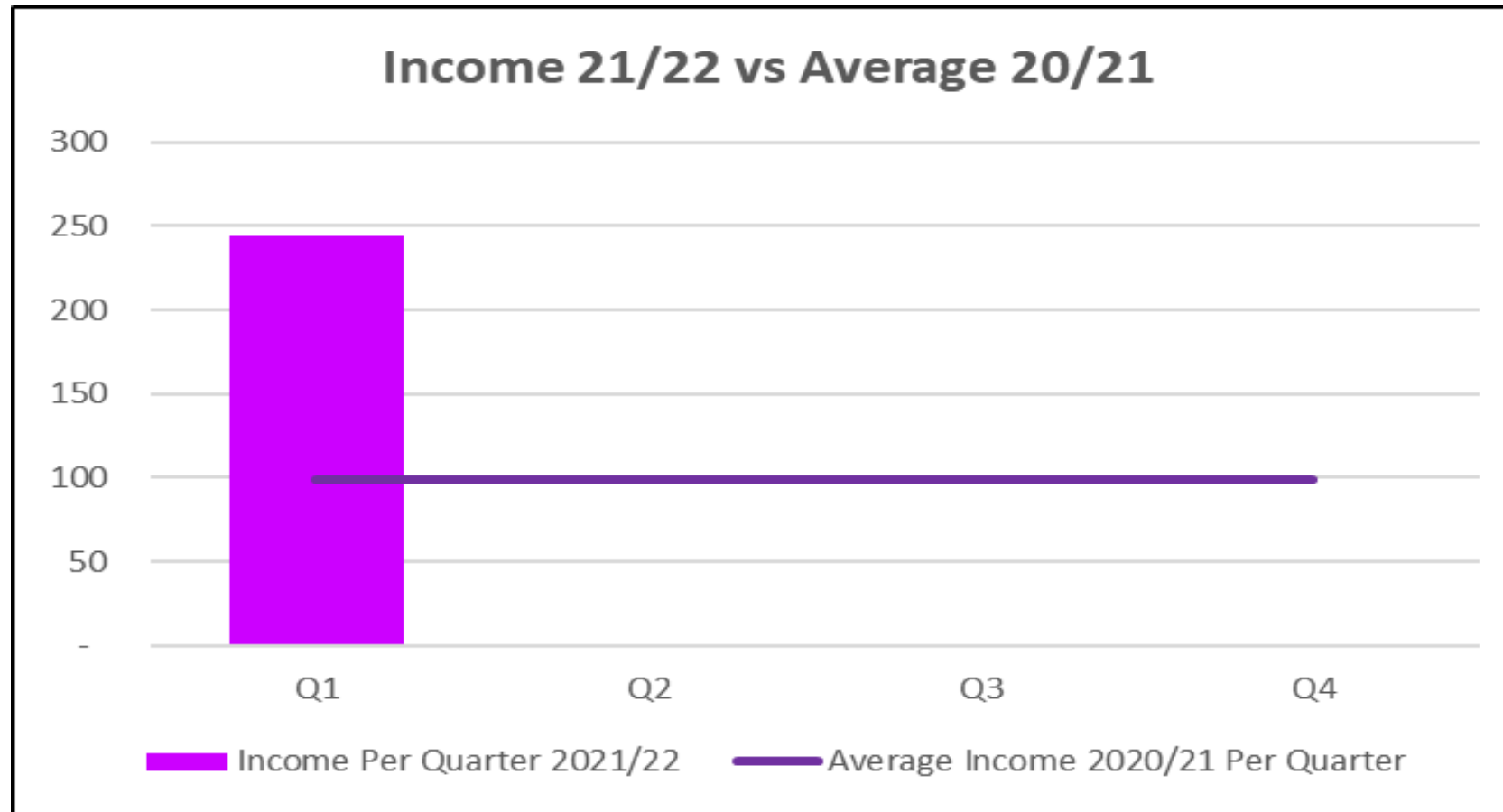


General Funds Split into Value of Fund

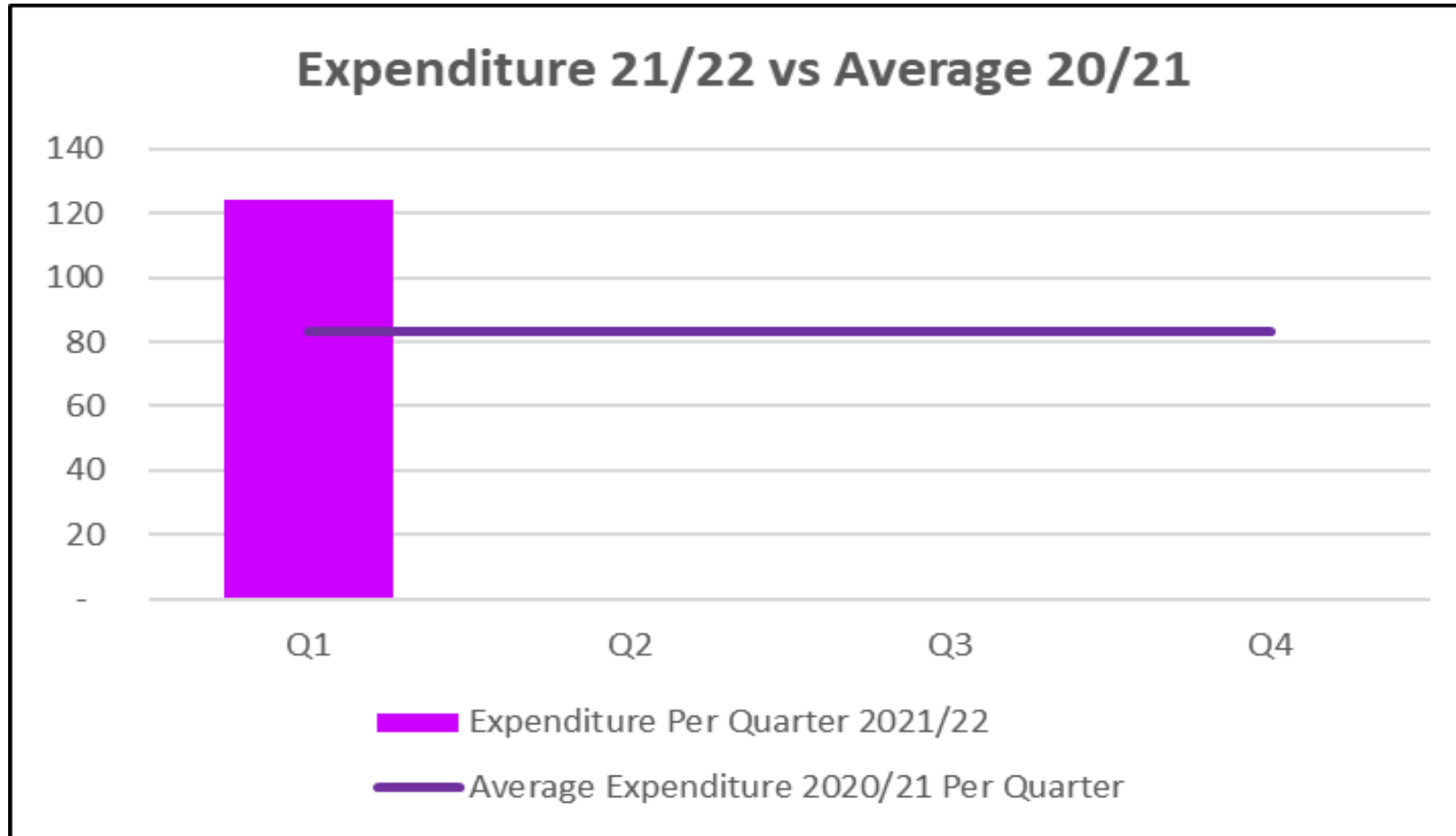


Type Fund	Values
General Funds	£2,140,603
Legacy Funds	£1,440,015
Total	£3,580,618

Type Fund	Values
General Funds Over 100k	£734,357
General Funds between 50k to 100k	£290,588
General Funds between 25k to 50k	£69,358
General Funds under 25k	£188,702
General Funds Health Wide	£857,599
Total	£2,140,603



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- GENERAL FUNDS = From an amount of £2,013,407 held within General Purposes or designated funds at the 1st April 2021, income of £244,638 has been received and £117,442 of expenditure has been paid. This equates to 5.83% of funds held at 1st April 2021 have actually been spent.
- LEGACY FUNDS = From an amount of £1,446,751 of funds held within legacies at the 1st April 2021, £0 income has been received and £6,737 of expenditure has been paid. This equates to 0.47% of funds held at 1st April 2021 have actually been spent.
- COVID FUNDS = An amount of £151,600 has been received from NHS Charities Together during the year to 31st March 2021. No further amounts have been received during 2021/22. From a balance held of £111,910 at 1st April 2021 an amount of £6,829 has been expended to 30th June 2021.
- BANK BALANCE - Due to a further legacy payment being received since the beginning of September the bank balance has increased to just over £0.9M. Discussions with our investment advisors as to whether a short term investment option was available has been undertaken but they advised that they could not guarantee any short term investments would repay the amount invested over the shorter term. A term of investment for 3 years would be advised to ensure the investment would retain its level. They advised us to retain this within our bank over the short term. We do have some larger items of expenditure expected before the end of the year which should reduce the balance to approximately £0.7M before the end of the year but this will still be slightly above our target cash balance of £0.5M.

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GIG
CYMRU
NHS
WALES

Bwrdd Iechyd
Addysgu Powys
Powys Teaching
Health Board

AGENDA ITEM: 3.3

Charitable Funds Committee		DATE OF MEETING: 01 December 2021
Subject :	Charity Annual Report and Accounts Draft 2020/21	
Approved and Presented by:	Head of Financial Services & Charity Manager	
Prepared by:	Head of Financial Services & Charity Manager	
Considered by Executive Committee on:	N/A	
Other Committees and meetings considered at:	N/A	

PURPOSE:

To review the draft 2020/21 annual accounts and report for the Charity prior to the completion of the audit.

RECOMMENDATION(S):

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

- **PTHB Charity Annual Report and Accounts 2020-21**

Approval/Ratification/Decision¹	Discussion	Information
x	✓	x

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

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

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

EXECUTIVE SUMMARY:

This paper provides information on the following:

- **PTHB Charity Annual Accounts and Report Draft 2020/21**

The attached draft of the annual accounts has been prepared for the Committee's oversight.

DETAILED BACKGROUND AND ASSESSMENT:

The auditing process will be completed over the coming weeks (having commenced on 22nd November) and the accounts will return to the Committee for final approval.

This can either be done via standing up a unique meeting or through virtual approval as was done in 2020.

The full details can be found at **Appendix 1**.

NEXT STEPS:

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Once the audit is completed and the Accounts have been finalised they will return to the Committee for approval.

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

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

Appendix 1 – Annual Report and Accounts 2020/21

Powys Teaching Local Health Board Charitable Fund

Annual Report and Accounts for the Year Ended 31st March 2021

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Trustee Arrangements

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

The members of Powys THB who served during the financial year to 31st March 2021 were as follows:

Powys Teaching Local Health Board Board Members 2020/21			
	Chair	Vivienne Harpwood	
	Vice Chair	Mel Davies	
	Chief Executive	Carol Shillabeer	
Independent Members		Officer Members	
Third Sector	Trish Buchan	Executive Director of Finance & IT	Pete Hopgood
Trade Union	Susan Newport	Executive Director of Workforce & OD	Julie Rowles
University	Frances Gerrard	Executive Medical Director	Paul Buss
Finance	Anthony Thomas	Executive Director of Nursing	Alison Davies
Capital /Estates	Mark Taylor	Executive Director of Planning & Performance	Hayley Thomas
Local Authority	Matthew Dorrance	Executive Director of Therapies & Health Sciences	Claire Madsen
ICT	Ian Phillips	Executive Director of Primary, Community Care and Mental Health	Jamie Marchant
Community	Owen James (to 4 th September) (Vacant to present)	Executive Director of Public Health	Stuart Bourne

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

Charitable Funds Committee Membership

Current

Vivienne Harpwood	-	Interim Chairperson (from September 5 th 2020)
Owen James	-	Chairperson (to September 4 th 2020)
Mark Taylor	-	Independent Member
Trish Buchan	-	Independent Member
Tony Thomas	-	Independent Member
Pete Hopgood	-	Executive Director of Finance & IT
Alison Davies	-	Executive Director of Nursing

Registered Office

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

Registration Number

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

Bankers

Barclays Bank

Internal Auditors

NHS Wales Shared

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57 Frogmore Street
Abergavenny
Gwent
NP7 5AT

Services Partnership
Audit & Assurance Services
4-5 Charnwood Court
Heol Billingsley
Parc Nantgarw
Cardif
CF15 7QZ

Investment Advisors

Brewin Dolphin Ltd
12 Smithfield Street
London
EC1A 9BD

External Auditors

Auditor General for Wales
Audit Wales
24 Cathedral Road
Cardiff
CF11 9LJ

Foreword

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

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

The Charity's annual report and accounts for the year ending 31st March 2021 have been prepared by the Corporate Trustee in accordance with Part VI of the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2005 (Statement of Recommended Practice (SORP) 2015). The Charity's report and accounts include all the separately established charitable funds for which the Local Health Board is responsible.

Administrative Details

The Charity has an umbrella registration with the Charity Commission under which funds are registered together under a single 'main' registration number. There are a total of 77 individual funds maintained within the accounting records as at the 31 March 2021, and the notes to the accounts distinguish the types of funds and disclose separately all material funds.

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

Trustee

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

The chair and independent members of the Board are appointed by the Welsh Government and the executive directors are appointed by the Board.

The Corporate Trustee devolves responsibility for the on-going management of the charity to the Charitable Funds Committee which administers the fund on behalf of the Corporate Trustee. Details of the Corporate Trustee and its Charitable Funds Committee are disclosed on pages 2 to 4.

Principal Charitable Fund Advisor to the Board

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

Professional Advisors

The principal professional advisors to the Corporate Trustee are detailed on page 4.

Structure Governance and Management

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

The current structure of the individual funds reflects the fact that the majority of income and expenditure is focused where patients receive services. Operational managers exercise control over the funds donated to their management area. The charitable funds available for spending are

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allocated to service areas within Powys THB's management structure. There are, for example, specific allocations made for individual wards and for specific service areas such as Palliative Care and Brecon Cardiac Services.

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

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

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

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

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

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A message from our Chair

You may or may not already be familiar with our Charity but PTHB Charity is the registered charity for the whole of the Powys Teaching Local Health Board and we look after all donations that are made to PTHB staff, services, and hospitals. We work with health board staff to use those donations directly, or distribute them through our different funding streams. It is our goal to support innovative staff and patient projects for the benefit of the health and wellbeing of Powys.

The Health Board and Charity have had a remarkable and perhaps the most challenging of years in 2020. Our heroic NHS staff have been at the heart of the nation's response to the pandemic. It goes without saying that we are incredibly proud of the way that staff and volunteers across Powys have dealt with adversity and risen to the occasion. We made it our goal to provide as much support for them as possible through the Charity. This year saw us introduce the very first full-time member of staff for the Charity, our Charity Manager, who started in April 2020 to help us do just that.

In 2020-21 we were able to fund 94 new projects and commit a total of over three hundred and fifty thousand pounds. An amazing total that would not have been possible without the support and dedication of our health board colleagues to bring those projects to fruition as well as an impactful national fundraising campaign by NHS Charities Together and galvanised local fundraisers. The outpouring of generosity and gratitude from our communities has allowed the Charity to deliver a more effective and impactful response to support both staff and patients during the pandemic.

I am pleased to now have this opportunity to pause, reflect and celebrate everything we have been able to achieve together. Thank you to everyone that has helped to make those achievements possible.

Vivienne Harpwood,

Chair of Powys Teaching Local Health Board and PTHB Charitable Funds Committee

Our objectives

The Charity's main fund has NHS wide objectives as follows:

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

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

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

Patients' Expenditure: by purchase of small equipment, and the provision of services and facilities not normally provided by or additional to the normal NHS provision.

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

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

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

Building new local objectives

Establishing a new framework for the progression and development of the Charity across 2020-21 was a key objective for Powys Teaching Health Board. Until 2020, the Charity had operated with no dedicated full-time members of staff. There was, therefore, capacity to expand its scope and reach with the introduction of a full-time Charity Manager in April 2020 employed by the Health Board.

The objectives outlined below have been set out in-line with the strategic objectives of the Powys Teaching Health Board's Integrated Medium Term Plan and its core values.

The strategic objectives aim to:

- Provide clarity on the Charity's purpose and remit for PTHB staff and members of the public.

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- Outline key areas for development.
- Establish a pathway for progression.
- Demonstrate the synergies between the objectives of the Charity and those of the PTHB as set out by the Integrated Medium-Term Plan (IMTP).

Placing the Charity in context

Until April 2020, the Charity was operating with no full-time members of staff and under the guidance of supporting health board staff and the commitment of the Independent Members that form the Charitable Funds Committee. As such, the scope of the Charity and its objectives were limited by its resources.

The appointment of a full-time Charity Manager in April 2020 afforded the opportunity to review and expand upon the existing objectives in line with the strategic aims of the Charitable Funds Committee and the Powys Teaching Health Board.

The single most influential factor on these strategic objectives has been the disruption and impact of the COVID-19 pandemic in 2020. Naturally, the pandemic greatly impacted operations and restricted engagement with stakeholders but it also emerged as a major priority for the Charity to address through the distribution of its funds.

Where possible, the Charity looks to take a lead from the most influential and impactful third sector organisations from across the UK, particularly those in the field of healthcare and medical support. More locally, the Charity will also look to the other health board charities in Wales for a steer on relevant issues and to coordinate campaigns and communications for the widest possible impact.

Maintaining a strong relationship and open dialogue with the aforementioned organisations can ensure the Charity is as knowledgeable, responsive and effective as possible within its field.

Key objectives

The following objectives have been chosen in order to outline a clear and consistent identity for the Charity, build a profile and increase its impact through greater engagement, and ensure it remains sustainable.

- 1) Ensure strategy, planning and governance are efficient and effective.
 - a) Review all Charity governance and bidding arrangements to implement operational efficiencies.
 - b) Establish clear Charity guidelines and policy for PTHB staff and independent members.
 - c) Develop a new Stakeholder Engagement Strategy and Operational Framework for the Charity.
 - d) Scale and adapt the Charity whilst ensuring its long-term viability and sustainability.

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- 2) Develop a timely and effective charitable response to health and wellbeing issues across Powys, such as the COVID-19 pandemic.
 - a) Proactively engage with staff and patients to facilitate new charitable funding proposals.
 - b) Collaborate with third sector partners on fundraising and awareness raising campaigns.
 - c) Implement a new support programme for staff, volunteers and patients who are impacted by COVID-19.
 - d) Generate relevant engagement opportunities to allow the public to connect with the Charity.
- 3) Create and implement an engaging communication strategy.
 - a) Create a new brand identity for the Charity with input from key stakeholders (PTHB staff, third sector partners, service users, beneficiaries and local residents).
 - b) Establish a public fundraising presence and generate new fundraising opportunities for the Charity.
 - c) Produce effective and engaging campaigns to widen the Charity's reach and engage new audiences.
- 4) Develop and coordinate a comprehensive stakeholder network.
 - a) Build on existing regional partnerships in order to further the Charity's strategic objectives.
 - b) Form new partnerships with key stakeholders which support the implementation of the Charity's strategic objectives.
 - c) Manage the Charity's engagement network (staff, volunteers and public).

Delivery and monitoring

Delivery of these objectives is overseen and monitored by the Corporate Trustee as a key programme of work to support the Charitable Funds Committee and Health Board in achieving both wellbeing and charitable objectives.

Our year in review

Fundraising

2020/21 saw a large uptake of interest in supporting and donating to Powys Teaching Health Board and PTHB Charity. With COVID-19 impacting the NHS and particularly, frontline staff, there were thousands of fundraisers established to support various NHS Charities across the UK. The largest and most successful of these was established by the membership body, NHS Charities Together. Their COVID-19 fundraiser raised over £150 million, which is being distributed between over 200 NHS Charities across the UK. This was supported by Captain Sir Tom Moore, who raised £32.8m for NHS Charities Together by walking 100 laps of his garden before his 100th birthday – breaking the Guinness World Record for an individual's charity walk and inspiring the nation.

In April 2020, PTHB Charity became a member of NHS Charities Together. Since becoming a member, the Charity has received a total of £151,600 in COVID response funding. This grant funding has since been distributed amongst staff and patients as part of the first phase of response funding across the year.

In addition to the above, the PTHB Charity has plans to apply for a further £50-100,000 from NHS Charities Together to develop a programme to support community partnerships and aiding community recovery from COVID-19 across Powys. The fund has a strong focus on collaboration between multiple partner organisations and the PTHB Charity is exploring this opportunity through the Powys Regional Partnership Board for a programme which will begin in 2022, spanning a two-year period.

In the same timeframe, the Charity has also been part of an all-Wales NHS Fundraisers organised by the Swansea Bay Health Board Charity, which has raised over £195,000 to be distributed evenly between 9 NHS Charities in Wales. The PTHB Charity has received £24,662 of funding from this campaign.

PTHB staff members and the local community have also established several smaller Just Giving fundraisers, with walking and cycling challenges, knitting projects and even a skydive. Perhaps the most successful of these being Brecon RFC's shearing and 'name the ewe' competition which raised a combined £16,000 for PTHB Charity and local ambulance stations in May and June 2020.

In addition, there have been well-over 200 donations and contributions made to staff at various hospital sites from local and national business, organisations and community members. These donations have ranged from food and supplies to training, staff discounts and other amenities. In order to better manage and track these donations, a new organisational gifts register has been created.

Communications & Engagement

Developing the Charity's communication channels (both internal and external) was essential to establishing a foundation of support from staff members and the local community.

The PTHB Charity now has the following new online accounts which have grown significantly:

- A new Twitter handle to engage with the public and staff launched on the May 2020 (@PTHBCharity).
- A Facebook page (facebook.com/PTHBCharity) launched in October 2020.
- A Just Giving page (<https://www.justgiving.com/PTHBcharity>) to process online donations and allow community members to establish digital fundraisers with over 19 different fundraisers created during the year.
- A Work for Good profile (<https://workforgood.co.uk/about/charities/view/powys-teaching-health-board-charity/>) which will allow business and organisations to engage with and donate to the Charity.

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- An updated bilingual presence on the new Powys Teaching Health Board website (<https://pthb.nhs.wales/about-us/our-charity/>)

The Charity's social media channels have had over 70,000 impressions since their creation with an average engagement rate of 2.6% and a total of almost 250 active followers across all channels.

With expanded capacity, the Charity also has plans to boost engagement through a monthly newsletter for staff and the public. In addition to this, the Charity is preparing to launch its own website within the next 12-18 months.

COVID response fund

A new *COVID Response Fund* funding stream was launched for staff on the 26th May in order to utilise the NHS Charities Together funding from their hugely successful COVID appeal. The response fund was established in order for staff to be able to quickly access funding for urgent requirements, and to address the impact of COVID-19 on services, staff and patients.

The Charity sought the input of NHS and frontline staff across Powys on how the funds could be best used. This has led to over 50 different projects being implemented to date. These range from new staff wellbeing facilities at each of Powys' community hospital sites to an online leadership support programme for nursing staff. Other projects included using technology to help isolated patients contact their loved ones throughout lockdown and outdoor renovations to create new wellbeing gardens for patients and staff.

The response to a staff evaluation of the fund has been overwhelmingly positive, with the majority of applicants finding the process highly accessible. Applicants praised the ease of the process (all respondents found it either very accessible or accessible) and the good level of communication between themselves and grant administrators. The majority of applicants were applying for Charitable Funds for the first time and stated they would be more likely to apply again after their experience with the fund. This is important as many applicants stated that they were unsure of the existing processes and mechanisms to apply for funding.

Overall, the elements of the grant scheme that were criticised included delays on decision making and the difficulty in procuring items. Respondents stated they would be keen to see future grant schemes retain the same level of communication, indicate timescales for the procurement process and focus on specific themes for a set period of time. This feedback has helped the Charity to develop new guidelines for applicants and has helped to inform the progression of new and existing funds.

The renewed interest in Charitable Funds through the scheme has also led to the submission of additional proposals for the General Fund and development meetings to discuss future proposals. The scheme has also served as a good pilot for future charity funding initiatives and its evaluation will help to inform the Charity's ongoing Stakeholder Engagement Strategy.

All Wales NHS charities collaboration

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The impact of COVID-19 has seen an increase in public interest and support for NHS Charities, which has led to new opportunities for collaboration in Wales. Led by the Swansea Bay Health Charity, Welsh NHS Charities have established an all Wales fundraising campaign to support with COVID-19. The campaign has been an excellent opportunity for PTHB Charity to establish a working relationship with the other Health Board charities in Wales, particularly those in Cardiff, Swansea and North Wales who have all developed new brands in the past 2-3 years.

Following the success of the campaign and the increasing pressure on NHS Charities, an all Wales NHS Charities Group has been formed. The Group will enable greater collaboration and communication between Health Board Charities and the ability to campaign at a national level. The inaugural meeting was on the 9th September 2020 and the Group continues to meet on a quarterly basis.

Additional governance measures

An internal audit into the effectiveness of governance arrangements in place during the response to Covid-19 in August 2020 highlighted the significant increase in community gifts and donations to PTHB staff across 2020 led to the need for new measures to ensure correct governance procedure is being followed throughout PTHB. The Charity Manager created new guidance for all staff members to help outline the appropriateness of charitable gifts and donations along with the steps to correctly record them. A Good Governance of Gifts & Donations document was created in September 2020 in line with existing PTHB guidance and the Healthcare Financial Management Association (HFMA) recommendations.

In order to ensure greater clarity and guidelines for Committee members, PTHB staff and the public, the Charity Manager has undertaken a comprehensive governance and funding review to help address any gaps in governance and procedures following the changes of the past year, which have impacted service delivery and numerous processes, such as holding virtual committee meetings and changes in consideration for core and non-core expenditure. This has led to the creation of a new staff policy for Charitable Funds in addition to new general funding guidelines, application forms and a new approval process for all proposals to ensure wider input and provide a structured timeline for applicants.

New staff appointment

The introduction of a Charity Manager earlier in the year led to a steady increase in the scope and reach of the Health Board's Charitable Funds with the addition of new internal and external communication channels, an increased public-facing presence and the development of new partnerships and commitments.

The scope of the Charity is planned to continue to grow over the next 12-24 months and beyond in line with its Annual Plan and strategic objectives. The Corporate Trustee, therefore, decided that an additional post should be a part of the efforts to scale and adapt the Charity whilst ensuring its long-term viability and sustainability.

The Charity Administrative Support Officer post will provide crucial support to both the Charity Manager and Board Secretary, ensuring that day to day administration

for the Charity can continue to function to a high standard, free of delays with the increased volume of work.

Following a targeted recruitment plan across January and February 2021, the Charity appointed a new Charity Administrative Support Officer on the 18th February with commencement in role in May 2021.

Charity Brand Development

A unified brand identity for the Charity is a key priority as the scope and reach of the Health Board's Charitable Funds steadily increases with the addition of new internal and external communication channels, an increased public-facing presence and the development of new partnerships and commitments. The development of a brand identity is an element of the long-term objectives identified earlier in the report.

Brand development will include the creation of new logos, typefaces and imagery for the Charity's use across internal documents, social media and other digital platforms (including any future website). These will be based on a specific tone and messaging which reflects the Charity's existing and target audiences as well as engagement objectives. The work will also include guidelines for the use of the brand in various scenarios and provide a platform from which to build campaigns and communications going forwards.

With the prioritisation of addressing COVID-19 response and recovery, the addition of new staff, existing governance and establishing a community presence, work on the development of the Charity's new brand has been delayed to late 2021 with a successful launch of the new brand currently planned for 2022.

Ongoing projects and partnerships

Expanding upon the number of third sector partnerships and external partnerships is a continued area of focus for the Charity, with the aim of expanding the scope of the funding proposals and potential projects presented to the Charitable Funds Committee. There are a number of strategic proposals in development which focus on collaborations with third sector partners that can address gaps in particular funding/project areas (based on applications over the previous 18 months) and engage audiences that are missing from current engagement such as projects with children and young people, creative collaborations in addition to advocacy and prevention work.

The Charity approved funding to support a holistic, renewed programme to improve End of Life Care across Powys in July 2020. The Charity Manager is supporting the development of this ongoing programme in an advisory capacity as a member of the project steering group, which was established in October 2020 and continues to meet on a monthly basis. The project has already resulted in a successful staff and public survey of End of Life care across Powys, a partnership with the National Museum of Wales and the implementation of new spiritual care considerations. The programme will continue on throughout 2021 and 2022 to deliver enhancements to palliative care suites and establish a support network for staff, patients and relatives.

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In December 2020, the Charity supported funding for a temporary position (nine months) of a digital project coordinator. The role is based within PAVO (Powys' Voluntary Sector Council), working closely with Powys Teaching Health Board. The role was created to strengthen accessibility to services by coordinating technical volunteers to be available virtually and face to face in a community setting to set patients up with their arranged appointment. The position is also responsible for communicating with Community Connectors, the Powys library service and other venues to establish support hubs in North Powys.

Continuing its aim to support greater collaboration between sectors, in March 2021 PTHB Charity also supported the Horizon Arts in Mental Health project which aims to strategically embed creativity at the heart of mental health, health and wellbeing practice. This collaboration between the Health Board, the local Council and the arts/voluntary sector will consult and engage with, and support the creativity of, mental health and other related patients and service users of all ages, their families, carers and health care staff. Artists will collaborate with individuals and/or groups, to devise therapeutic creative arts experiences with the intention of improving people's mental health, health and wellbeing.

Income & expenditure

Income

Voluntary income consists of donations and legacies from patients and their relatives and friends. Total income of £394,598 received during 2020/21 included £72,987 which related to three legacies.

Donations in 2020/21 include an amount of £17,217 received from various Leagues of Friends associated with Powys Hospitals (2020: £12,048).

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

	2020/21	2019/20
	£	£
Interest and Dividends	58,372	81,295
Donations	263,239	56,048
Legacies	72,987	71,344
	<u>394,598</u>	<u>208,687</u>

Expenditure

Expenditure on charitable activities and Support Costs in 2020/21 was £360,175 (2020: £453,803).

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

	2020/21 £	2019/20 £
Staff Education, Welfare and Amenities	58,945	95,005
Patient Education, Welfare and Amenities	207,345	298,087
Medical Equipment	17,008	41,783
Support Costs	76,877	18,928
	<u>360,175</u>	<u>453,803</u>

Gain/Loss on Investment Assets

An amount of £2.804M was invested via Brewin Dolphin Ltd in February 2020 and at the 31st March 2021 was valued at £3.328M (2020:£2.276M) the unrealised gain on Investment totalled £0.561M. Unrealised gains and losses are calculated as the difference between the market value of the investment at the year end and opening carrying value. Since the investments have not physically been sold, this change in valuation remains an unrealised gain/loss until a sale transaction realises the value and it becomes a realised gain/loss.

Elements of funds held

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

- **The General Purposes Fund**, which is constituted of funds received by the Charity with no particular preference expressed by donors. Applications can be made to this fund from any service area within Powys THB. Expenditure from this fund is targeted on projects in areas that do not have available Designated Funds to pay for them.
- **Designated Funds**, which usually contain donations where a particular part of a Hospital or Health Board activity was nominated by the donor at the time their donation was made. Whilst their nomination is non-binding on the Trustee, the designated funds reflect these nominations and are overseen by Service Managers who can make recommendations on how to spend the money within their designated area. Service Managers' recommendations are duly considered and these funds can be spent at any time with the prior approval of the Charitable Funds Committee or Executive Directors/Assistant Directors.

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Reserves policy

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

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

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

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

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

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

A review of funds, performance & investments

The net assets of the Charitable Funds as at 31st March 2021 were £3,856,028 (2020: £3,260,339). Overall net assets increased by £595,689 (2020: £101,116 decrease).

The charity continues to rely on donations and legacies and investment income as the main sources of income. Total incoming resources increased by £185,911 compared with the previous financial year. Legacy income increased by £1,643.

Expenditure of £360,175 has decreased compared with the previous year (2020: £453,803). The total charitable expenditure on direct charitable activity, including support costs was £360,175 across a range of programmes.

Purchase of new medical equipment

The total spend on providing new equipment for Powys THB of £17,008 (2020: £41,783) represents a vital and valuable contribution to enhancing the provision of clinical care ranging from purchases of small items of rehabilitation equipment

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through to patient monitors for use in the Minor Injury Unit at Llandrindod Hospital.

Provision of Staff Education, Welfare and Amenities

Of the total Staff Education, Welfare and Amenities expenditure in year of £58,945 (2020: £95,005), the Charity contributed £24,903 (2020: £23,092) towards the provision of education and training for Powys THB staff undertaking further professional education and training.

Provision of Patient Education, Welfare and Amenities

A significant amount of expenditure £207,345 (2020: £298,087) has been charged under this heading in the year from small initiatives such as increased patient activities at day hospitals to the purchase of televisions in Epynt Ward in Brecon Hospital.

Performance management

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

All general purpose funding proposals and significant proposals (above £10,000) are reviewed and approved by the Charitable Funds Committee with prior support from the PTHB Executive Committee. Local and designated fund requests that fall below the above threshold require support from Executive Directors/Assistant Directors for the delegated service managers who manage those funds.

Investments

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

The Corporate Trustee invests the funds of the Charity with Brewin Dolphin Ltd via a Portfolio arrangement. At the year-end 14%, 74%, 6% and 5% were invested in Fixed Income, Equities, Alternatives and Other Investments respectively with the remaining 1% held as cash assets.

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

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

The strategy of the Corporate Trustee is that funds are spent within a timely manner after receipt. The Charity has further developed this strategy to target funds that remained dormant for a period of over 12 months to ensure that the funds that have been built up over many years are being targeted and distributed equitably. This has been made possible by the introduction of a Charity Manager to support the Corporate Trustee's aims and to support service managers, Senior operational teams and Directorate Managers in developing strategic proposals to utilise funds throughout the year.

Looking ahead to 2021

This review of the Charity should be seen in the context of the Trustee vision to assist Powys THB to deliver health services that meet the needs of all its citizens.

The direction of the Charity will be shaped by the future provision of services and the need to redesign patient care. Powys THB is currently considering a number of proposed service direction changes as initially outlined within its published Integrated Medium Term Plan and updated with a new Annual Plan for 2021/22. This has been significantly influenced by the impact of the pandemic on health services.

PTHB Charity will further develop its strategic approach to utilising funds and build on its workplan for 2021/22 with its additional staff capacity, with a view to successfully launching its new brand and boosting engagement. This will include a renewed new focus on the strategic areas shaped by both the Health Board's Annual Plan and emerging priorities such as recovery and renewal.

The Charity will continue work with partners, donors, staff and other stakeholders to add benefit to the population of Powys receiving health care services. As such, income and expenditure plans will be the subject of continual review to ensure that future needs are prioritised accordingly.

Thank you for all your support

On behalf of the patients and staff who have benefited from improved services due to donations and legacies, the Corporate Trustee and the Charity would like to thank all patients, relatives, friends and staff who have made charitable

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donations or contributions during the year. We have been overwhelmed by the generosity of our communities this year and for that we cannot thank them enough.

PTHB Charity and the Powys Teaching Health Board has a clear view of how health services should be delivered to improve the health and wellbeing of Powys. We can only make this vision possible through Powys THB’s partners, staff, patients, carers and our Powys communities and we invite you to join us to make this a reality. If you want to learn more about PTHB Charity and how you can support, please visit the Charity’s website: pthb.nhs.wales/about-us/our-charity/ or contact Abe Sampson, Charity Manager at abe.sampson@wales.nhs.uk.

Professor V M Harpwood

Chair

Powys Teaching
Local Health Board

Mrs C Shillabeer

Chief Executive

Powys Teaching
Local Health Board

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

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

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

- selects suitable accounting policies and then applies them consistently;
- makes judgements and estimates that are reasonable and prudent;
- states whether the recommendations of the Statement of Recommended Practice FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements;
- states whether the financial statements comply with the trust deed, subject to any material departures disclosed and explained in the financial statements;
- prepares the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

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

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

The Trustee confirms that it has met the responsibilities set out above and complied with the requirements for preparing the accounts. The financial statements set out on pages 25 to 39 attached have been compiled from and are in accordance with the financial records maintained by the Trustee.

By Order of the Trustee

Signed:(Chair)

Date:.....

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

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

Report on the audit of the financial statements

Opinion

I have audited the financial statements of Powys Teaching Local Health Board for the year ended 31 March 2021 under the Charities Act 2011. These comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows and related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In my opinion the financial statements:

- give a true and fair view of the state of affairs of the charity as at 31 March 2021 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities Act 2011.

Basis for opinion

I conducted my audit in accordance with applicable law and International Standards on Auditing in the UK (ISAs (UK)). My responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of my report. I am independent of the charity in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Conclusions relating to going concern

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

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

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Report on other requirements

Other information

The other information comprises the information included in the annual report other than the financial statements and my auditor's report thereon. The trustee is responsible for the other information in the annual report and accounts. My opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in my report, I do not express any form of assurance conclusion thereon.

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

Matters on which I report by exception

I have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require me to report to you if, in my opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report;
- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- I have not received all of the information and explanations I require for my audit.

Responsibilities

Responsibilities of the trustee for the financial statements

As explained more fully in the statement of trustee responsibilities set out on page 21, the trustee is responsible for preparing the financial statements in accordance with the Charities Act 2011, for being satisfied that they give a true and fair view, and for such internal control as the trustee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustee is responsible for assessing the charity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless deemed inappropriate.

Auditor's responsibilities for the audit of the financial statements

I have been appointed as auditor under section 150 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are

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considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of the auditor's responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website www.frc.org.uk/auditorsresponsibilities. This description forms part of my auditor's report.

Adrian Crompton
Auditor General for Wales

Date to be inserted when confirmed

24 Cathedral Road
Cardiff
CF11 9LJ

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Powys Teaching Local Health Board Charity Statement of Financial Activities for the year ended 31 March 2021

		Unrestricted funds	Restricted Income funds	Endowment funds	Total Funds
	Note	£000	£000	£000	2020/21 £000
Incoming resources from generated funds:					
Donations and legacies	3	337	0	0	337
Charitable activities		0	0	0	0
Other trading activities		0	0	0	0
Investments	5	58		0	58
Other		0	0	0	0
Total incoming resources		395	0	0	395
Expenditure on:					
Raising Funds	6	0	0	0	0
Charitable activities	7	360	0	0	360
Other		0	0	0	0
Total expenditure		360	0	0	360
Net gains / (losses) on investments	13	561	0	0	561
Net income / (expenditure)		596	0	0	596
Transfer between funds	18	0	0	0	0
Net movement in funds		596	0	0	596
Reconciliation of Funds					
Total Funds brought forward	19	3,258	2	0	3,260
Total Funds carried forward		3,854	2	0	3,856

Powys Teaching Local Health Board Charity Statement of Financial Activities for the year ended 31 March 2020

		Unrestricted funds	Restricted Income funds	Endowment funds	Total Funds
	Note	£000	£000	£000	2019/20 £000
Incoming resources from generated funds:					
Donations and legacies	3	128	0	0	128
Charitable activities		0	0	0	0
Other trading activities		0	0	0	0
Investments	5	81		0	81
Other		0	0	0	0
Total incoming resources		209	0	0	209
Expenditure on:					
Raising Funds	6	0	0	0	0
Charitable activities	7	454	0	0	454
Other		0	0	0	0
Total expenditure		454	0	0	454
Net gains / (losses) on investments	13	144	0	0	144
Net income / (expenditure)		(101)	0	0	(101)
Transfer between funds	18	0	0	0	0
Net movement in funds		(101)	0	0	(101)
Reconciliation of Funds					
Total Funds brought forward	19	3,260	2	0	3,361
Total Funds carried forward		3,258	2	0	3,260

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Powys Teaching Local Health Board Charity Balance Sheet as at 31 March 2021

		Unrestricted	Restricted	Endowment	Total	Total
	Note	funds	Income	funds	31 March	31 March
		£000	funds	funds	2021	2020
		£000	£000	£000	£000	£000
Fixed assets:						
Investments	13	3,326	2	0	3,328	2,767
Total fixed assets		3,326	2	0	3,328	2,767
Current assets:						
Debtors	14	2	0	0	2	3
Cash and cash equivalents	15	656	0		656	591
Total current assets		658	0	0	658	594
Liabilities:						
Creditors: Amounts falling due within one year	16	130	0	0	130	101
Net current assets / (liabilities)		528	0	0	528	493
Total assets less current liabilities		3,854	2	0	3,856	3,260
Creditors: Amounts falling due after more than one year	16	0	0	0	0	0
Total net assets / (liabilities)		3,854	2	0	3,856	3,260
The funds of the charity:						
Endowment Funds	19				0	0
Restricted income funds	19		2		2	2
Unrestricted income funds	19	3,854			3,854	3,359
Total funds		3,854	2	0	3,856	3,361

The notes on pages 28 to 39 form part of these accounts

Signed :

Name :(Chair of Trustees)

Date :

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**Powys Teaching Local Health Board Charity Statement of Cash Flows
for the year ending 31 March 2021**

	Note	Total Funds 2020-21 £000	Total Funds 2019-20 £000
Cash flows from operating activities:			
Net cash provided by (used in) operating activities	17	7	(267)
Cash flows from investing activities:			
Dividend, interest and rents from investments	5	58	81
Proceeds from the sale of investments	13	0	3,192
Purchase of investments	13	0	(2,804)
Net cash provided by (used in) investing activities		58	469
Change in cash and cash equivalents in the reporting period		65	202
Cash and cash equivalents at the beginning of the reporting period	15	591	389
Cash and cash equivalents at the end of the reporting period	15	656	591

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Note on the accounts

1 Accounting Policies

(a) Basis of preparation

The financial statements have been prepared under the historic cost convention, with the exception of investments which are included at fair value.

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. There are no material uncertainties affecting the current year's accounts.

In future years, the key risks to the Charity are a fall in income from donations or investment income but the trustees have arrangements in place to mitigate those risks (see the risk management and reserves sections of the annual report for more information).

The Charity meet the definition of public benefit entity under FRS 102.

(b) Funds structure

Where there is a legal restriction on the purpose to which a fund may be put, the fund is classified either as:

- A restricted fund or
- An endowment fund.

Restricted funds are those where the donor has provided for the donation to be spent in furtherance of a specified charitable purpose. The Charity's restricted funds tend to result from donations or legacies for specified purposes.

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

The charity has no permanent endowment funds.

Those funds which are neither endowment nor restricted income funds, are unrestricted income funds which are sub analysed between designated (earmarked) funds where the Trustees have set aside amounts to be used for specific purposes or which reflect the non-binding wishes of donors and unrestricted funds which are at the Trustees' discretion, including the general fund which represents the charity's reserves. The major funds held in each of these categories are disclosed in note 19.

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(c) Incoming resources

Income consists of donations, legacies, income from charitable activities and investment income.

Donations are accounted for when received by the charity. All other income is recognised once the charity has entitlement to the resources, it is probable (more likely than not) that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Where there are terms or conditions attached to incoming resources, particularly grants, then these terms or conditions must be met before the income is recognised as the entitlement condition will not be satisfied until that point. Where terms or conditions have not been met or uncertainty exists as to whether they can be met then the relevant income is not recognised in the year but deferred and shown on the balance sheet as deferred income.

(d) Incoming resources from legacies

Legacies are accounted for as incoming resources either upon receipt or where the receipt of the legacy is probable.

Receipt is probable when:

- Confirmation has been received from the representatives of the estate(s) that probate has been granted
- The executors have established that there are sufficient assets in the estate to pay the legacy and
- All conditions attached to the legacy have been fulfilled or are within the charity's control.

If there is uncertainty as to the amount of the legacy and it cannot be reliably estimated then the legacy is shown as a contingent asset until all of the conditions for income recognition are met.

(e) Incoming resources from endowment funds

There are no endowment funds within the Charity.

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(f) Resources expended and irrecoverable VAT

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to each category of expense shown in the Statement of Financial Activities. Expenditure is recognised when the following criteria are met:

- There is a present legal or constructive obligation resulting from a past event
- It is more likely than not that a transfer of benefits (usually a cash payment) will be required in settlement
- The amount of the obligation can be measured or estimated reliably.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

(g) Recognition of expenditure and associated liabilities as a result of grants

Grants payable are payments made to linked, related party or third party NHS bodies and non NHS bodies, in furtherance of the charitable objectives of the funds held on trust, primarily relief of those who are sick.

Grant payments are recognised as expenditure when the conditions for their payment have been met or where there is a constructive obligation to make a payment.

A constructive obligation arises when:

- We have communicated our intention to award a grant to a recipient who then has a reasonable expectation that they will receive a grant
- We have made a public announcement about a commitment which is specific enough for the recipient to have a reasonable expectation that they will receive a grant
- There is an established pattern of practice which indicates to the recipient that we will honour our commitment.

The Trustees have control over the amount and timing of grant payments and consequently where approval has been given by the trustees and any of the above criteria have been met then a liability is recognised. Grants are not usually awarded with conditions attached. However, when they are then those conditions have to be met before the liability is recognised.

Where an intention has not been communicated, then no expenditure is recognised but an appropriate designation is made in the appropriate fund. If a grant has been offered but there is uncertainty as to whether it will be accepted or whether conditions will be met then no liability is recognised.

(h) Allocation of support costs

Support costs are those costs which do not relate directly to a single activity. These include staff costs, costs of administration, internal and external audit costs. Support costs have been apportioned between charitable activities on an appropriate basis. The analysis of support costs and the bases of apportionment applied are shown in note 10.

(i) Fundraising costs

There has been £0K fundraising costs incurred by the Charity during 2020/21 (2019/20 £0K).

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(j) Charitable activities

Costs of charitable activities comprise all costs incurred in the pursuit of the charitable objects of the charity. These costs, where not wholly attributable, are apportioned between the categories of charitable expenditure in addition to the direct costs. The total costs of each category of charitable expenditure include an apportionment of support costs as shown in note 7.

(k) Debtors

Debtors are amounts owed to the charity. They are measured on the basis of their recoverable amount.

(l) Fixed Asset Investments

Investments are a form of basic financial instrument. Fixed Asset investments are initially recognised at their transaction value and are subsequently measured at their fair value (market value) at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposal throughout the year. Quoted stocks and shares are included in the Balance Sheet at the current mid price market value quoted by the investment analyst, excluding dividend. The SORP recommends that the bid price market price be used in valuing stocks and shares, although the difference between the bid and mid market price is not material. Other investments are included at the trustees' best estimate of market value.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to the wider economic conditions, the attitude of investors to investment risk and changes in sentiment concerning equities and within particular sectors or sub sectors. Further information on the charity's investments can be found in note 13.

(m) Cash and cash equivalents

Cash at bank and in hand is held to meet the day to day running costs of the charity as they fall due. Cash equivalents are short term, highly liquid investments, usually in no notice interest bearing savings accounts.

(n) Creditors

Creditors are amounts owed by the charity. They are measured at the amount that the charity expects to have to pay to settle the debt.

Amounts which are owed in more than a year are shown as long term creditors.

(o) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and opening carrying value. Unrealised gains and losses are calculated as the difference between the market value at the year end and opening carrying value.

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2. Related party transactions

During the year none of the trustees or members of the key management staff or parties related to them has undertaken any material transactions with the Powys Teaching Local Health Board Charitable Funds.

Board Members (and other senior staff) take decisions both on Charity and Exchequer matters but endeavour to keep the interests of each discrete and do not seek to benefit personally from such decisions. Declarations of personal interest have been made in both capacities and are available to be inspected by the public.

The Charitable Trust Fund has made payments to Powys Teaching Health Board of £0.172M. As at 31 March 2021 the total owed to the Health Board was £0.116M (2020: £0.087M), and owed by the Health Board was £0.000M (2020:£0.000M).

3. Income from donations and legacies

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 2020-21 £000	Total 2019-20 £000
Donations	264	0	0	264	56
Legacies	73	0	0	73	72
Grants	0	0	0	0	0
	337	0	0	337	128

4. Role of volunteers

Like all charities, the THB Charity is reliant on a team of volunteers for our smooth running. Our volunteers perform the following role:

- Fund advisors – there are about 13 THB staff who manage how the charity's designated funds should be spent. These funds are designated (or earmarked) by the trustees to be spent for a particular purpose or in a particular ward or department. Each fund advisor has delegated powers to spend the designated funds that they manage in accordance with the trustees wishes subject to the approval of their Executive Director/Assistant Director or the Charitable Funds Committee. The trustees determine through its Strategy the key aims that expenditure should be utilised for. Fund advisors who spend more than £10,000 are required to seek approval from the Charitable Funds Committee setting out what they intend to spend the money on and the difference it will make to the patients and staff of the THB services.

In accordance with the SORP, due to the absence of any reliable measurement basis, the contribution of these volunteers is not recognised in the accounts.

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5. Gross investment income

	Unrestricted funds £000	Restricted Income funds £000	Total 2020-21 £000	Total 2019-20 £000
Fixed asset equity and similar investments	58	0	58	81
Short term investments, deposits and cash on deposit	0	0	0	0
	58	0	58	81

6. Analysis of expenditure on raising funds

	Unrestricted funds £000	Restricted Income funds £000	Total 2020-21 £000	Total 2019-20 £000
Fundraising office	0	0	0	0
Fundraising events	0	0	0	0
Investment management	0	0	0	0
Support costs	0	0	0	0
	0	0	0	0

7. Analysis of charitable activity

	Grant funded activity £000	Support costs £000	Total 2020-21 £000	Total 2019-20 £000
Medical research	0	0	0	0
Purchase of new equipment	17	3	20	43
Building and refurbishment	0	0	0	0
Staff education and welfare	59	12	71	100
Patient education and welfare	207	62	269	311
	283	77	360	454

8. Analysis of grants

The charity does not make grants to individuals. All grants are made to the Health Board to provide for the care of NHS patients in furtherance of our charitable aims. The total cost of making grants, including support costs, is disclosed on the face of the Statement of Financial Activities and the actual funds spent on each category of charitable activity, is disclosed in note 7.

The trustees operate a scheme of delegation for the majority of the charitable funds, under which fund advisors manage the day to day disbursements on their projects in accordance with the directions set out by the trustees in charity standing orders and financial instructions. Funds managed under the scheme of delegation represent ongoing activities and it is not possible to segment these activities into discrete individual grant awards.

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9. Movements in funding commitments

	Current liabilities £000	Restricted Non-current liabilities £000	Total 31 March 2021 £000	Total 31 March 2020 £000
Opening balance at 1 April (see note 16)	101		101	41
Movement in liabilities			20	60
Closing balance at 31 March (see note 16)	101	0	121	101

As described in notes 7 and 8, the charity awards a number of grants in the year. Many grants are awarded and paid out in the same financial year.

10. Allocation of support costs

Support and overhead costs are allocated between fundraising activities and charitable activities. Governance costs are those support costs which relate to the strategic and day to day management of a charity.

	Raising funds £000	Charitable activities £000	Total 2020-21 £000	Total 2019-20 £000	Basis
Governance					
External audit	0	11	11	2	Charged to Central Fund
Finance and administrator	0	4	4	4	Charged to Central Fund
Other professional fees					
Total governance	0	15	15	6	
Finance and administrator	0	62	62	13	Charged to Central Fund
Other professional fees	0	0	0	0	Charged to Central Fund
Other costs	0	0	0	0	Charged to Central Fund
	0	77	77	19	
	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total Funds 2020-21 £000	Total Funds 2019-20 £000
Raising funds	0	0	0	0	0
Charitable activities	77	0	0	77	19
	77	0	0	77	19

11. Trustees' remuneration, benefits and expenses

The charity does not make any payments for remuneration nor to reimburse expenses to the charity trustees for their work undertaken as trustee.

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12. Auditors remuneration

The External auditors remuneration of £10,582.50 (2019-20: £1,650.00) related solely to the Audit of the Statutory Annual Report and Accounts. Due to the Charity exceeding the threshold requirements during 2020/21 a full audit of the Annual Report and Accounts was required. Previous years has seen an Independent Examination being undertaken as the thresholds had not been exceeded.

The Internal Auditors remuneration of £0 (2019-20: £0) seeks to provide the Health Board with assurance that operational procedures are compliant with the Health Board's Charitable Funds Policy and Guidance, along with its underlying Standing Financial Instructions, and wider NHS Charities guidance. A full review was undertaken during November 2015 and the report received 'yellow' assurance which indicates :
"The Board can take reasonable assurance that arrangements to secure governance, risk management and internal control, within those areas under review, are suitably designed and applied effectively. Some matters require management attention in control design or compliance with low to moderate impact on residual risk exposure until resolved"

During the year the Local Counter Fraud Service undertook a risk assessment of controls for charitable funds. NHS Protect has issued a RiskAssessment tool to guide Local Counter Fraud functions to undertake a Risk Assessment of the Counter Fraud arrangements in place at their own organisation. The Assessment of Charitable funds indicated a low risk rating of 1x4 with the only recommendation being to *'maintain the robust controls that are in place and consult with Counter fraud prior to any amendments being initiated'*.

13. Fixed asset investments

Movement in fixed assets investments

	Total 2020-21 £000	Total 2019-20 £000
Market value brought forward	2,767	3,011
Add: additions to investments at cost	0	2,804
Less disposals at carrying value	0	(3,192)
Add net gain / (loss) on revaluation	561	144
Market value as at 31st March	3,328	2,767

Fixed Asset by Type

	Total 2020-21 £000	Total 2019-20 £000
Brewin Dolphin Ltd Portfolio	3,328	2,767
	3,328	2,767

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All investments are carried at their fair value.

The Charitable Trustee has considered potential risks to which the Charity is exposed. There are no major risks that have been identified other than those associated with the normal fluctuations in the value of investments. The Trustee believes these risks are appropriately managed. Independent investment advisors (Brewin Dolphin Ltd) have been appointed, and investments are held in a diversified fund of investments, including 14% in fixed interest mainly government stock

The Corporate Trustee invests the funds of the Charity with Brewin Dolphin Ltd via a Portfolio arrangement. At the year-end 74% (2020:49%), 14%(2020: 11%), 6%(2020:7%), and 5% (2020:3%), were invested in Equities, Fixed Income, Alternatives and Other Investments respectively with the remaining 1% (2020:30%), held as cash assets.

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

The charity during 2018/19 undertook a re-tender of its investment manager services. This has resulted in a change of Investment Management services to Brewin Dolphin Ltd with the investment with CCLA Ltd being sold during October 2019 and a new portfolio investment with Brewin Dolphin Ltd from February 2020.

During the year an unrealised gain of £0.561M was recognised in the accounts.

In line with the ethos of promoting patient wellbeing, the Corporate Trustee attempts to ensure that all investments are ethically and environmentally sound, and are not opposed to the “purpose” of the charity. The performance of the investments are regularly monitored and reported on a quarterly basis by our investment managers.

14. Analysis of current debtors

Debtors under 1 year	Total	Total
	31 March	31 March
	2021	2020
	£000	£000
Accrued income	0	0
Other debtors	2	3
	<u>2</u>	<u>3</u>

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15. Analysis of cash and cash equivalents

	Total 31 March 2021 £000	Total 31 March 2020 £000
Cash in hand	656	591
Notice deposits (less than 3 months)	0	0
	656	591

No cash or cash equivalents or current asset investments were held in non-cash investments or outside of the UK.

16. Analysis of liabilities

	Total 31 March 2021 £000	Total 31 March 2020 £000
Creditors under 1 year		
Trade creditors	130	101
Other creditors	0	0
Accruals	0	0
	130	101
Creditors over 1 year		
Trade creditors	0	0
Other creditors	0	0
Accruals	0	0
	0	0
Total creditors	130	101

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17. Reconciliation of net income / expenditure to net cash flow from operating activities

	Total 2020-21 £000	Total 2019-20 £000
Net income / (expenditure) (per Statement of Financial Activities)	596	(101)
Adjustment for:		
Depreciation charges	0	0
(Gains) / losses on investments	(561)	(144)
Dividends, interest and rents from investments	(58)	(81)
Loss / (profit) on the sale of fixed assets	0	0
(Increase) / decrease in stocks		
(Increase) / decrease in debtors	1	(1)
Increase / (decrease) in creditors	29	60
Net cash provided by (used in) operating activities	7	(267)

18. Transfer between funds

There has been no transfer between funds during the year

19. Analysis of funds

a. Analysis of endowment fund movements

	Balance 1 April 2020 £000	Income £000	Expenditure £000	Transfers £000	Gains and losses £000	Balance 31 March 2021 £000
Endowment Funds	0	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

There are no endowment funds in operation within the Charity

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b. Analysis of restricted fund movements

	Balance 1 April 2020 £000	Income £000	Expenditure £000	Transfers £000	Gains and losses £000	Balance 31 March 2021 £000
Restricted Funds	2	0	0	0	0	2
	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>

The objects of the restricted funds are as follows:

There is a small capital in perpetuity donation which specifies that the capital amount is to be invested and any income from this is to be utilised by the Charity. The original donation amount cannot be discharged and must remain as an investment.

c. Analysis of unrestricted and material designated fund movements

	Balance 1 April 2020 £000	Income £000	Expenditure £000	Transfers £000	Gains and losses £000	Balance 31 March 2021 £000
Unrestricted Funds	3,258	395	(360)	0	561	3,854
	<u>3,258</u>	<u>395</u>	<u>(360)</u>	<u>0</u>	<u>561</u>	<u>3,854</u>

The objects of the unrestricted funds are as follows:

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

The AMI Legacy and Hazels Legacy funds relate to a legacy left to the Charity to Hazel's Clinic, Llandrindod Wells and to Bronllys Hospital, relating to mental health services. The Mental Health Directorate has a strategy in place to utilise these funds which is actively monitored by the charitable funds committee.

The Mid and South Powys Community & Palliative Services fund relates to a legacy left with the specific request that the fund is to be used for the health provision to the population within the vicinity of mid and south Powys including Builth and Bronllys with an emphasis that it is to be used in the area of palliative medicine and community services. A strategy for this legacy is currently being implemented and will be monitored by the Charitable Funds Committee.

The Covid General Purposes Fund has been newly created this year in response to the receipt of NHS Charities Together funding. There is a framework and guidance on how these monies can be used which is overseen by the Charity Manager and the Executive Team and all decisions ratified by the Charitable Funds Committee.

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Powys Teaching Health Board Responsible Investment Presentation

Paul Mathias – Assistant Director

15 September 2021

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Contents

1. Your responsibilities as Trustees
2. What does responsible investing mean?
3. Constructing your policy
4. Implementation
5. Income and responsible investment

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Your responsibilities as Trustees

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Key principle to always bear in mind

CC3 - The Essential Trustee: “You must act responsibly, reasonably and honestly. This is sometimes called the duty of ***prudence***.”

- make sure the charity’s assets are only used to **support or carry out its purposes**
- avoid exposing the charity’s assets, beneficiaries or reputation to **undue risk**
- do not **over-commit the charity**
- **take special care when investing** or borrowing
- **comply with any restrictions** on spending funds

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Source: Charity Commission for England and Wales - The Essential Trustee: what you need to know, what you need to do (CC3)

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/866947/CC3_feb20.pdf



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Charity Commission guidance on investment

CC14 - Charities and Investment Matters - Trustees must:

- Know, and act within, their charity's powers to invest (check governing document)
- Exercise skill and care when making investment decisions
- Select investments that are right for their charity:
 - Suitability - requirement for trustees of charitable assets and the investment industry
 - Diversification - spread the range of investments, as not all perform the same under various market conditions
- Take advice from someone experienced in investment matters
- Follow legal requirements if using someone else to manage investments

Review investments periodically

- Explain their investment policy in their annual report

Source: Charity Commission for England and Wales - Charities and investment matters: a guide for trustees (CC14)
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/857987/CC14_new.pdf



Charity Commission guidance on investment

CC14 - Charities and Investment Matters - Trustees should:

- Decide on the overall investment policy and objectives
- Agree the balance between risk and return that is right for their charity
- Have regard for other factors that will influence the level of return
- Be aware of potential tax implications
- Invest any permanently endowed funds in a way that benefits both short term and long term aims
- Decide whether to adopt an ethical, socially responsible or mission related approach ... and ensure it can be justified...[CURRENT]
- *Decide whether your charity should invest in a way that reflects your charity's purposes and values (a “responsible investment” approach) [CONSULTATION]*

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Source: Charity Commission for England and Wales - Charities and investment matters: a guide for trustees (CC14)
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/857987/CC14_new.pdf



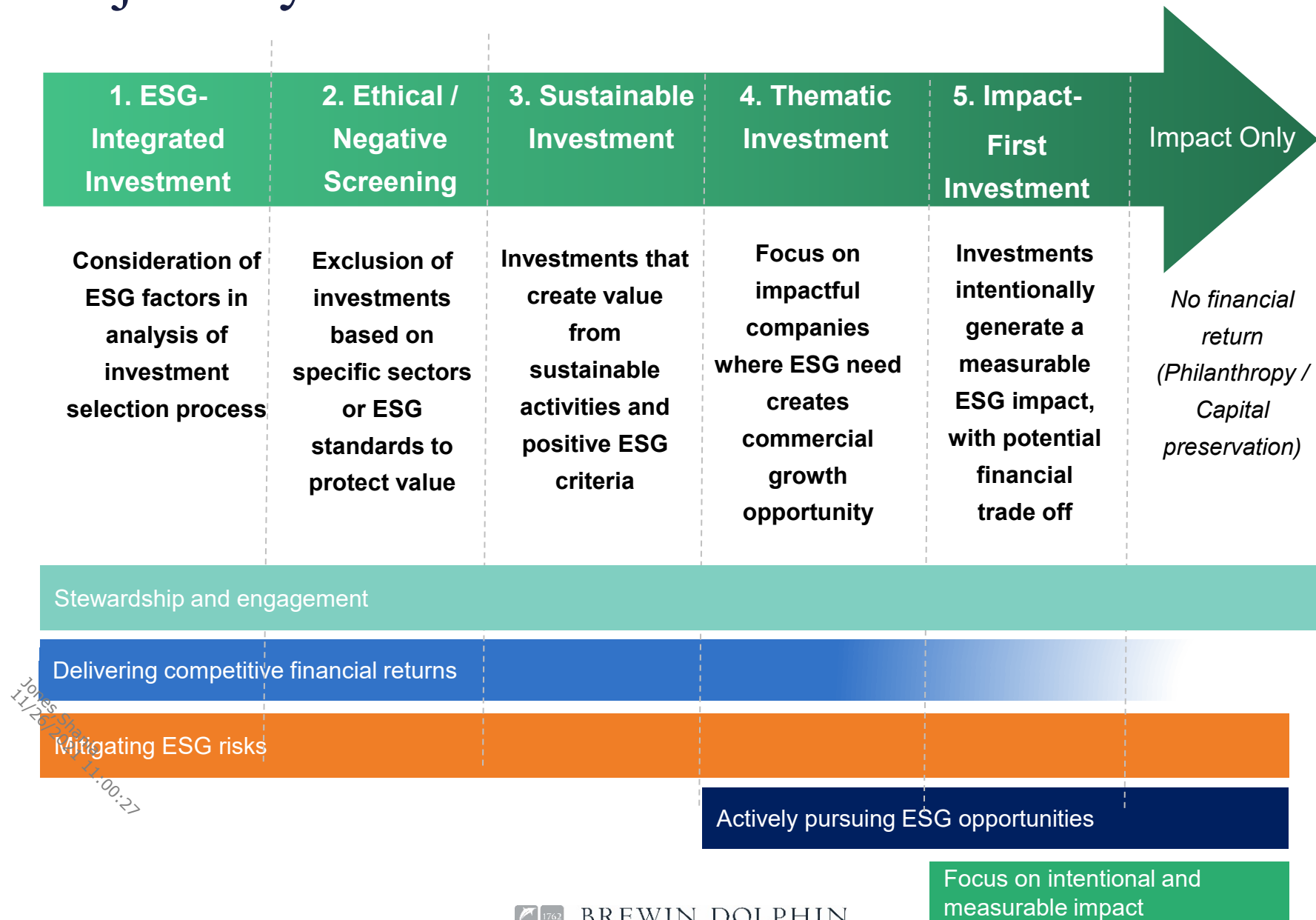


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What does responsible investment mean?

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The journey



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Adopting an ethical approach to investment

- Investing ethically is doing so in a way that reflects a charity's values and ethos and does not run counter to its aims.
- There is no duty to invest ethically, but a duty to discuss it
- Trustees need to act collectively and not impose their personal views
- It is important to balance areas of avoidance with the need for a well diversified portfolio

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Adopting an ethical approach to investment [CURRENT]

- It is permissible to accept a lower potential rate of return as a result, **BUT** it must be justifiable on the following grounds, with clear reasons why certain companies or sectors are excluded or included:
 - A particular investment conflicts with your aims
 - The charity might lose supporters/beneficiaries if it does not invest ethically
 - There is no significant financial detriment

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Adopting an ethical approach to investment

[CHARITY COMMISSION CONSULTATION]

“You can decide that rather than just focussing on the financial return on an investment, your approach will also take into account your charity’s purposes and values [“responsible investment”].

All charities can take this approach, and some already do – trustees have a wide discretion. But you must:

- base your decisions on **what’s best for your charity**
- **follow the rules and considerations** set out

You can take a responsible investment approach even if there is no apparent direct conflict with your charity’s charitable purposes, if you can show this is in the best interests of your charity.”

Source: Charity Commission for England and Wales – Draft CC14 Guidance [2021]

<https://www.gov.uk/government/consultations/charity-responsible-investment-guidance/responsible-investment-draft-guidance-for-consultation>



Environmental, Social and Governance (ESG) Risk

“When considering which companies and organisations to invest in, charities are increasingly taking [*“all charities can take”*] into account such factors as impact on climate, employment practices, sustainability, human rights, community impact, executive compensation and board accountability.

These are all example of ESG risk areas which can have long term impacts and can affect the value of a company’s shares positively or negatively depending on how the risk areas are managed.”

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Constructing your policy

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Your current investment policy

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

The aims are to be achieved through the following objectives:

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.

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.

Confirmation of Mandate

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. Such examples are:

- Investment in companies which provide alcoholic products

“Derives greater than 10% of its turnover from the production or distribution of alcohol.”

- Investment in companies which provide tobacco products

“Derives greater than 10% of its turnover from the production or distribution of tobacco or from support towards the tobacco industry.”

- Investment in companies which are involved in the Arms Trade

“Produces whole weapons systems, derives greater than 10% of its turnover from military activities or derives greater than 5% of its turnover from the production or sale of civilian firearms.”

Confirmation of Mandate

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. Such examples are:

- Investment in companies which provide products which may conflict with the Health Board activities

“Further clarity sought from the Trustee as to what products they had in mind that would conflict with their ethos.”

- Investment in companies which have a poor record in human rights
- Investment in companies which have a poor record in child exploitation
- In addition, investment in companies that demonstrate compliance with the principles of the Equality Act 2018 should be supported.

“A company’s response to material allegations of human rights conventions, child labour or discrimination, either within the company or in its supply chain must be graded by EIRIS as at least ‘intermediate’ in nature to justify retaining it within the portfolio.”

Defining your policy

- Your ethical policy should clearly lay out what you want to avoid, using **thresholds of turnover** where appropriate
- If you are applying a positive, or mixed, screening policy, you will need to include more detail in terms of **how you decide if a company is allowable**
- If you are pursuing more engagement, activist policies, you may find you need to put a lot more detail into your policy to **ensure your intentions are not misunderstood**

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Managing ESG Risk

Trustees can:

- decide on the importance and extent of ESG criteria in their investment policy
- look at the reputational risk to the charity that might arise from their ESG policy (or lack of one)
- make sure that any investment manager they use is aware of and willing to act in accordance with their ESG policy
- recognise that the extent to which a company manages ESG risk may have an effect on the returns that it can offer and its long term viability
- look at whether a company discloses its ESG risk management processes and how it verifies that disclosure

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Implementation

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Implementing an ethical policy

Issues for consideration

- Defining the policy
- Clarifying the individual criteria – e.g. establishing appropriate levels of materiality
- Considering extent of market restrictions (financial impact)
- Balancing Trustees' concerns with ability to assure compliance

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Implementation

- Discuss policy
- Assess criteria as capable of being implemented
- Brewin Dolphin utilises VE ethical screening database
- Generate screening lists for fund managers

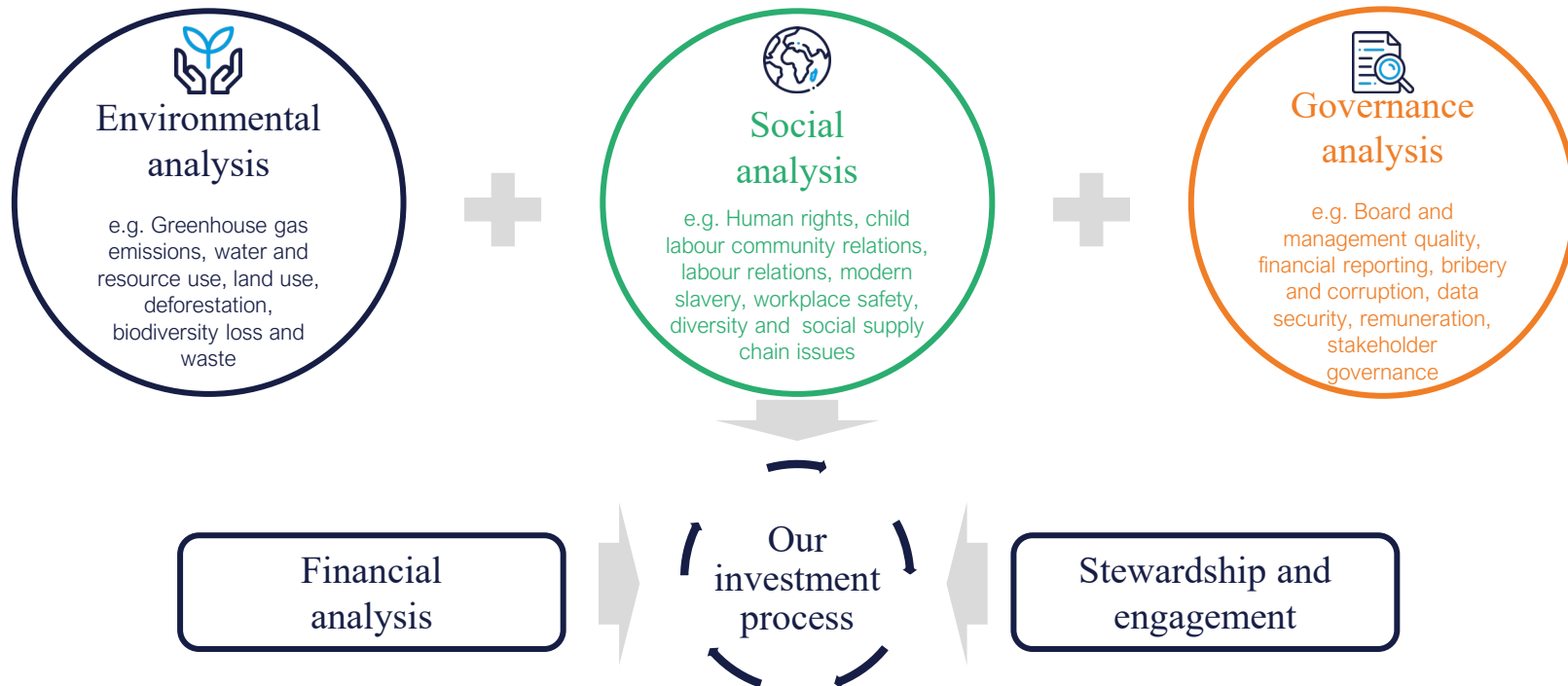
Monitoring

- Weekly updates received from VE
- Regular portfolio reviews undertaken to ensure ongoing suitability



ESG Factors

ESG analysis is incorporated into our investment process. We believe that high quality companies and funds that manage environmental, social and governance (ESG) risks and opportunities well will make attractive long-term investments.

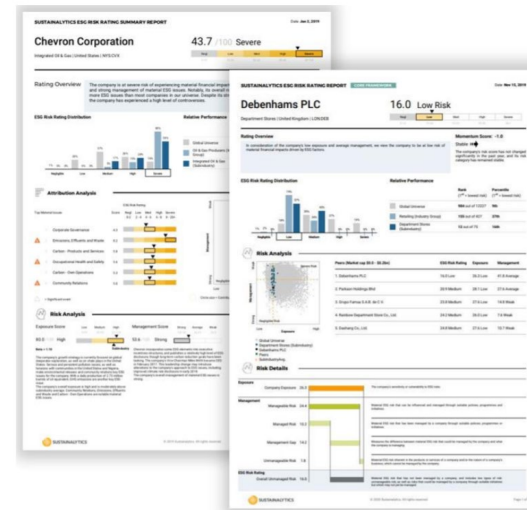


The value of investments can fall and you may get back less than you invested. We will only be bound by specific investment restrictions which have been requested by you and agreed by us.

ESG Integration – Direct Equities

We believe high-quality companies that manage ESG risks and opportunities well, will make attractive long-term investments

- Our research team considers ESG and other factors when evaluating individual companies and incorporate these into all new recommendations for direct equities.
- We use Sustainalytics, a leading third-party provider of ESG data, to provide data on material risks and opportunities which are fed into traditional financial analysis and models for our 'buy list' stocks.
- Investment management teams also use Sustainalytics and the research team's analysis to consider the most appropriate companies for investment in the portfolio construction process.



The value of investments can fall and you may get back less than you invested. We will only be bound by specific investment restrictions which have been requested by you and agreed by us.

ESG Integration – Direct Equities - examples

Company	Risk rating	ESG Case
Royal Dutch Shell	High	<p>In recent years, Shell has begun divesting from a number of assets that generate substantial exposure to ESG risks, including its onshore assets in Nigeria and oil sands interests in Canada. Furthermore, the diversification of its business – including a strategic shift towards natural gas and LNG as well as increasing investment in alternative energies – has also helped reduce the company's exposure in areas like carbon and spill management.</p> <p>This quarter, at the 2021 AGM, Brewin Dolphin voted in favour of Shell's energy transition strategy, which set out their desire to become a net-zero emissions energy business by 2050 and align with the goals of the UN Paris Agreement on climate change. This attracted 88.7% support and we felt it was important this resolution was passed as a minimum commitment towards improvement in this area.</p> <p>Shell also faced an almost identical shareholder resolution to BP from FollowThis at their 2021 AGM. On this occasion, we were among the 30.5% that voted in favour of the resolution, as we feel Shell is behind BP in articulating and delivering on a net-zero strategy and need to go above and beyond their existing commitments.</p> <p>We were among the 14% that voted in favour of a similar resolution in 2020.</p>
Unilever	Medium	<p>As a global consumer goods producer with a diverse portfolio of products, the company is exposed to a number of risks, including product quality and safety risks and in its supply chain around the use of resources and labour standards. Unilever is ranked 6th of 75 personal products in Sustainalytics' coverage.</p> <p>The firm's sustainability strategy, the Unilever Sustainable Living Plan (USLP), sets out its main goals and targets under three pillars: improving health and well-being for more than 1 billion by 2020, reducing the group's environmental impact by half by 2030, and enhancing livelihoods for millions by 2020. It has reported on its progress against these targets in the annual Sustainable Living Report, written according to GRI Standards: Core.</p> <p>The board-level Corporate Responsibility Committee oversees the implementation of the USLP and monitors the group's performance. It also has relevant programmes and policies in place to mitigate product safety risks, environmental impacts and human rights related-supply chain issues, however controversies remain around plantations owned by its palm oil suppliers.</p> <p>Engagement: At the 2021 AGM, Brewin Dolphin voted to approve the Climate Transition Action Plan, which sets out a range of targets and actions designed to deliver an emissions reduction pathway consistent with the ambitions of the Paris Agreement. The primary focus is to be on emissions reduction, not offsetting. The vote attracted 99.6% support.</p>
RELX	Negligible	<p>RELX is ranked 1st of 61 publishing companies in Sustainalytics' universe. There are no significant ESG controversies and the company is deemed to have a negligible ESG risk rating.</p>

ESG integration – third party funds

Our funds research team address ESG issues in due diligence questionnaires for all funds considered for our buy list.

For all funds we cover, we will engage with managers on material ESG issues.

We have a separate socially responsible investing (SRI) list for funds which aim to deliver attractive investment returns while contributing positively to global environmental and social challenges.

	Funds buy list	SRI funds buy list
Culture	Understands ESG	Embedded ESG culture
ESG integration	ESG issues considered	ESG fully integrated
Stewardship	Vote their shares	Industry-leading engagement
Reporting	Making efforts to report and be transparent	Strong transparency and reporting
Exclusions	No criteria required	Aligned with BD exclusionary policy

The value of investments can fall and you may get back less than you invested. We will only be bound by specific investment restrictions which have been requested by you and agreed by us.



Stewardship and Engagement

“Stewardship is the responsible allocation, management and oversight of capital to create long-term value for clients and beneficiaries leading to sustainable benefits for the economy, the environment and society.”

- Our Stewardship Committee works closely with our Research Team to ensure that our stewardship activities are integrated into our wider investment process.
- We engage with funds to understand how they consider ESG factors for specific companies or sectors.
- For core holdings, our research team will vote at company meetings and engage with management on priority material issues, including ESG issues.
- Institutional Shareholder Services (ISS) provide us with research to help inform our votes.



The value of investments can fall and you may get back less than you invested. We will only be bound by specific investment restrictions which have been requested by you and agreed by us.

Stewardship and Engagement

We believe that partnering with other aligned investors is a powerful way of influencing companies on priority issues – working with others to drive positive change



Signatory	Signatory	Member	Member	Active participant
A set of investment principles that offer a menu of possible actions for incorporating Environmental, Social and Governance issues into investment practice.	The UK Stewardship Code 2020 sets high stewardship standards for those investing money on behalf of UK savers and pensioners.	A community interest company set up to help investors work collectively to escalate material issues with the Boards of UK-listed companies.	BMO reo© is our ESG collective engagement partner for global companies. By pooling our assets with others to create a single powerful investor voice, we increase our influence to effect positive change.	An investor initiative to ensure the world's largest corporate greenhouse gas emitters take necessary action on climate change.
We are proud to be a signatory of the UN Principles for Responsible Investment (PRI). As a signatory, we commit to incorporating ESG issues into investment analysis and decision-making processes, and to be active owners and incorporate ESG issues into our ownership policies and procedures	We are proud to be included in the first list of signatories to the Financial Reporting Council's (FRC) UK Stewardship Code 2020 in recognition of our stewardship work.	We have supported engagements on a range of issues including microplastic pollution, and the licensing of UK garment manufacturers.	We are engaging with BMO on our priorities for 2021 which include climate change, environmental stewardship and labour standards.	We joined CA100+ as an active participant, not just as a supporter. We are committed to join at least one collective engagement with a company from the CA100+ focus list. After comparing this list to our own buy list, we have decided to join the collective engagement with Berkshire Hathaway.
AUM influenced by UNPRI: \$103tn	AUM influenced by UK Stewardship Code: £20tn	AUM influenced by The Investor Forum: £20tn	AUM influenced by BMO reo: £376bn	AUM influenced by CA100+: \$54tn



BREWIN
DOLPHIN

Income and Responsible Investment

Jones, Shania
11/26/2021 11:00:27

Income and responsible investment

- Your statement of investment of investment policy notes “income yield is to be targeted at c. 3% per annum.”
- By way of background, the Board were eager to ensure they were in agreement around the overall strategy and striking the right balance between satisfying the needs of today's beneficiaries (through an appropriate level of current expenditure) and those of future beneficiaries (through holding and growing sufficient reserves). There were essentially four scenarios outlined to increase expenditure:
 1. Spend any income from the portfolio and donations or legacies received
 2. Spend any income from the portfolio, donations or legacies received, plus any excess capital growth over the rate of inflation and after fees [on a rolling basis, e.g. over 5 years]
 3. Spend any income from the portfolio, donations or legacies received, plus any capital growth in the portfolio, regardless of inflation and fees [on a rolling basis]
 4. Agree a strategy to decumulate the overall level of reserves over time

Jones, Shania
11/26/2021 1:58:27



Income and responsible investment

- Income at a 3% yield per annum amounts to ~~c. £90k—£100k~~ **c. £107k** per annum based on the more recent valuation of the portfolio of ~~c.£3.1m as at 30 September 2018~~ **£3.5m**.
- The Board don't factor legacies into their budgeting but anticipate receiving c. £100k per annum in donations on average each financial year. At present, despite the Board feeling they have never turned down a justifiable bid for funding, there is not a call for anywhere near £200k per annum in expenditure.
- It was however felt that with a concerted effort to raise awareness and encourage further applications for funds, the overall level of expenditure on projects would increase.
- This culminated in a collective decision to aim to spend investment income and donations received on charitable activities rather than reinvesting into the portfolio (i.e. **Scenario 1**).
- If there were sufficient opportunities to increase expenditure that warranted drawing down capital, the Board would call for a withdrawal.

Jones, Shania
11/26/2021 11:00:27



Income and responsible investment

- 3% may not seem like a high income requirement, but it needs to be put in context:

Bank of England Base Rate	0.10%
30 Year UK Government Bond	1.04%
Global Equities (MSCI World)	1.65%
Risk Category 6 Benchmark	1.90%

- Further, we have observed a strong relationship between companies with good ESG ratings and companies with low income yields. Funds that apply responsible investment criteria and also target income are rare, and most will have a yield well below your overall 3% requirement.
- For illustration, we manage another charity portfolio on a similar mandate to yours (Risk Category 6, long-term time horizon, strict and wide-ranging ethical criteria) but where there is no income target set. We apply similar ethical screening to direct equities and utilise our Socially Responsible Investment buy list (p23) in full. This portfolio yields c. 1.2% per annum.
- Another option to consider is adopting a “total return” approach, where you essentially view capital gains alongside dividends as the building blocks of your income stream.

Taking a total return approach

- Relying on a slice of company profits to provide an income stream can be risky. Income from dividends is not guaranteed, and it can be volatile. For example, over the 12 months to March 2021, UK dividends declined by 41.6% as two thirds of companies reduced or pulled their dividends during the Covid-19 pandemic*.
- An investment with the highest dividend yield won't necessarily be the best investment. Dividend yields are calculated by dividing the dividend per share by the price per share. If the price of the stock falls and the dividend remains the same, the dividend yield will rise. Yet a falling stock price could indicate the company is in distress.
- Sometimes, a stock might have a high dividend yield which is not sustainable. If it is forced to cut its dividend, this could result in its share price plummeting, as was seen during the COVID-19 crisis.
- The main risk of using a total return approach is being forced to sell investments that have fallen in value. However, the intent is that by investing across a broad range of investments, as opposed to just income-producing ones, this will enhance your portfolio's overall returns and reduce volatility.
- A withdrawal target could be set at 3% per annum, with, for example a range of 1.0% - 1.5% expected to come from dividends and a range of 1.5% - 2.0% to come from capital gains.

Source: www.linkgroup.eu/insights/publications/uk-dividend-monitor-q1-2021/



Risk warning

This presentation is intended for Powys Teaching Health Board only and should not be distributed in whole or in part to any third party.

The value of investments and any income from them can fall and you may get back less than you invested. No investment is suitable in all cases. If you are unsure about the suitability of a particular investment please contact us for advice

Past performance is not a guide to future performance. The value of investments can fall and you may get back less than you invested.

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Restricted Advice

Whilst Brewin Dolphin looks across a wide range of financial products and services in order to meet your needs and objectives, we will not review all retail investment products in the market. As such we offer a 'Restricted Advice' service.

James Shania
11/26/2021 11:00:27



Presentation to Powys Teaching Local Health Board Charitable Fund

Paul Mathias, Assistant Director

1st December 2021

Jones, Shenja
11/26/2021 11:00:27

Presentation Summary

- **Confirmation of Mandate**
- **Market Review & Outlook**
- **Fund Review**

Jones Shenja
11/26/2021 11:00:27

Confirmation of Mandate

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

The aims are to be achieved through the following objectives:

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.

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.

Jones Smith
11/26/2021 11:00:27

Confirmation of Mandate

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. Such examples are:

- Investment in companies which provide alcoholic products
- Investment in companies which provide tobacco products
- Investment in companies which are involved in the Arms Trade
- Investment in companies which provide products which may conflict with the Health Board activities
- Investment in companies which have a poor record in human rights
- Investment in companies which have a poor record in child exploitation
- In addition, investment in companies that demonstrate compliance with the principles of the Equality Act 2018 should be supported.

Jones, Shenja
11/26/2021 11:00:27



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Investment philosophy & cycle
















The coronavirus outbreak was, and remains, a fast-moving situation that caused extreme market volatility

- Capital values have recovered well since the depths of March 2020. After two COVID waves and a successful program of vaccine rollouts, markets are now focussed on the ability of economies to open up again and a gradual return to normality in the face of new variants.
- The authorities' understanding with regards to managing the trade-off between the hit to the economy and the strain on the healthcare system has increased over time, enabling greater personal and economic freedom.
- Beyond the virus, the installation of Joe Biden as US President and the Brexit trade deal removed two significant elements of uncertainty from markets.
- Geopolitical risks have started to reappear, with a Chinese regulatory drive, common prosperity plan and rhetoric around Taiwan prompting an internationally co-ordinated response.
- Central banks have moderated their signalling around a “lower for longer” rates environment somewhat, and whilst they view the recent significant pick up in inflation as “transitory”, there is the potential for higher medium-term inflation and this risk will need to be monitored closely.
- Against this backdrop, the attraction for equities has grown over time. Valuations have risen accordingly and sentiment is elevated, with many indices trading at, or near, all time highs.

• Market volatility is likely to pick up in the near future but we believe the risk/reward equation still favours equities, which have scope to make further gains. We retain an overweight position here, with a corresponding underweight to fixed interest and alternatives.



Investment philosophy & cycle

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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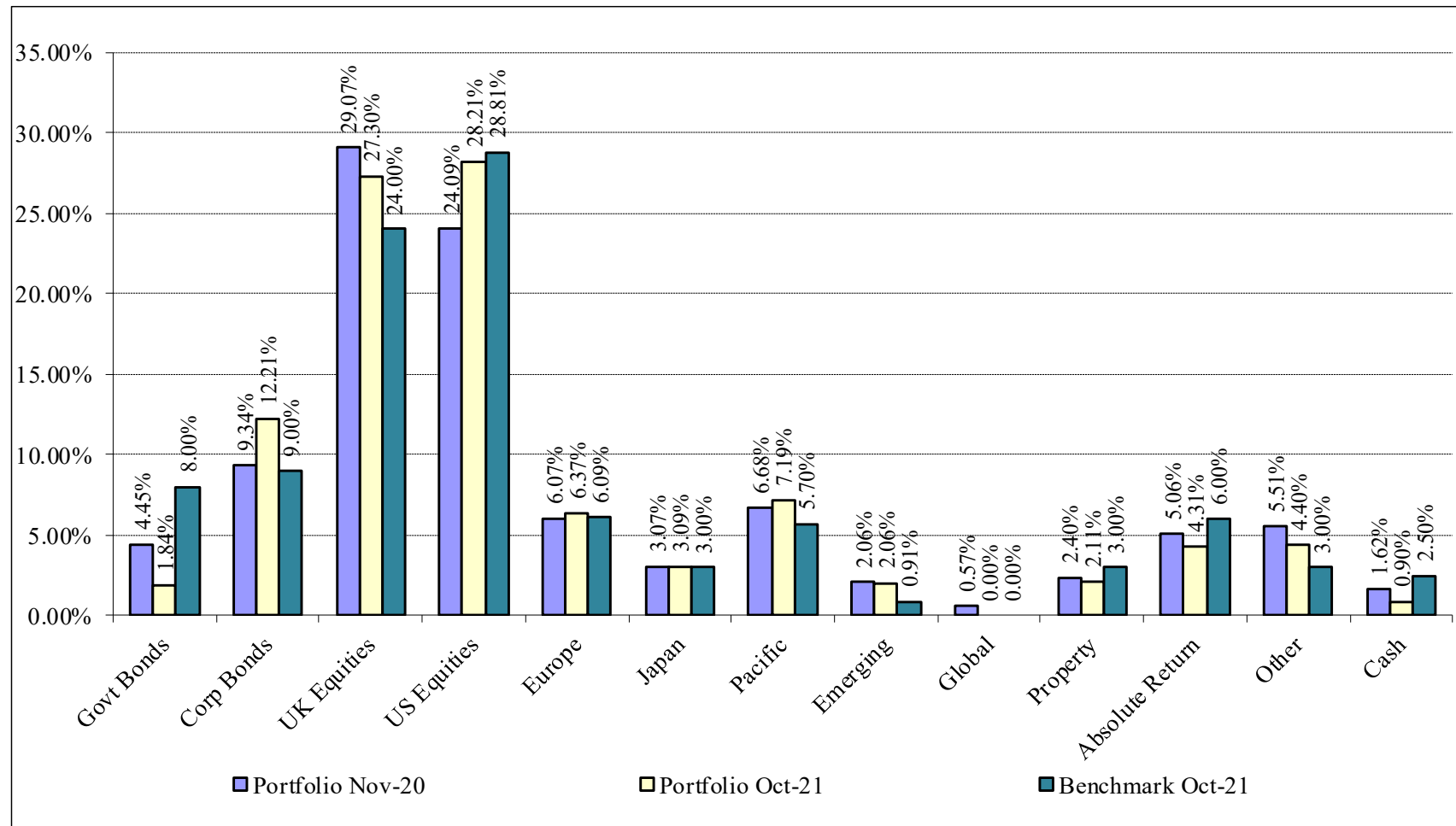


Data Table

Brewin Dolphin Investment Portfolio Summary							
29 October 2021							
		Book Cost	Market Value	% Holding	Benchmark	Yield	Gross Income
Fixed Interest	Govt Bonds	£ 60,434.97	£ 65,759.23	1.87%	8.00%	0.45%	£ 298.59
	Corp Bonds	£ 413,695.61	£ 419,394.35	11.93%	9.00%	3.65%	£ 15,310.25
	Accrued Interest	£ -	£ -	0.00%	0.00%	0.00%	£ -
	Total Fixed Interest	£ 474,130.58	£ 485,153.58	13.80%	17.00%	3.22%	£ 15,608.84
UK Equities	UK	£ 718,063.53	£ 959,471.34	27.30%	24.00%	4.80%	£ 46,040.76
Overseas Equities	US	£ 768,918.28	£ 1,008,098.00	28.68%	28.81%	1.50%	£ 15,103.02
	Europe	£ 183,820.72	£ 228,570.72	6.50%	6.09%	3.02%	£ 6,913.32
	Japan	£ 80,209.13	£ 104,204.73	2.97%	3.00%	2.08%	£ 2,171.92
	Pacific	£ 217,171.87	£ 243,324.80	6.92%	5.70%	2.29%	£ 5,575.15
	Emerging	£ 59,712.03	£ 70,928.87	2.02%	0.91%	2.96%	£ 2,099.54
	Global	£ -	£ -	0.00%	0.00%	0.00%	£ -
	Total Overseas	£ 1,309,832.03	£ 1,655,127.12	47.10%	44.50%	1.93%	£ 31,862.95
	Total Alternatives	£ 358,181.30	£ 379,904.73	10.81%	12.00%	3.75%	£ 14,243.86
Alternatives	Property	£ 60,633.09	£ 75,599.19	2.15%	3.00%	2.05%	£ 1,546.24
	Absolute Return	£ 147,337.65	£ 148,307.58	4.22%	6.00%	3.64%	£ 5,404.15
	Other	£ 150,210.56	£ 155,997.96	4.44%	3.00%	4.68%	£ 7,293.47
	Total Alternatives	£ 358,181.30	£ 379,904.73	10.81%	12.00%	3.75%	£ 14,243.86
	Total Investments	£ 2,860,207.44	£ 3,479,656.77	99.01%		3.10%	£ 107,756.41
Cash	Deposit Ledger	£ 29,805.36	£ 29,805.36	0.85%	2.50%	0.00%	£ -
	Income Ledger	£ 4,931.53	£ 4,931.53	0.14%		0.00%	£ -
	Total Fund	£ 2,894,944.33	£ 3,514,393.66	100.00%			
	Ex Accrued Interest	£ 2,890,012.80	£ 3,509,462.13	100.00%	100.00%	3.07%	£ 107,756.41
		Monthly	Quarterly	Six Monthly	Annual	Inception 20/02/2020	
Portfolio		1.34%	2.65%	5.17%	25.58%	32.46%	
Benchmark		2.17%	2.81%	5.63%	22.65%	12.98%	
FT All Share		1.82%	3.54%	5.40%	35.40%	5.05%	
FT All Stocks		2.15%	-2.43%	1.43%	-4.31%	-0.79%	
BoFE Base Rate (less 0.75%)		0.00%	0.00%	0.00%	0.00%	0.00%	
Bank of England Base Rate		0.10%					
FTSE 100 Value		7237.57					

Source: Brewin Dolphin Limited *Past performance is not a guide to future performance. All figures used are total return.*

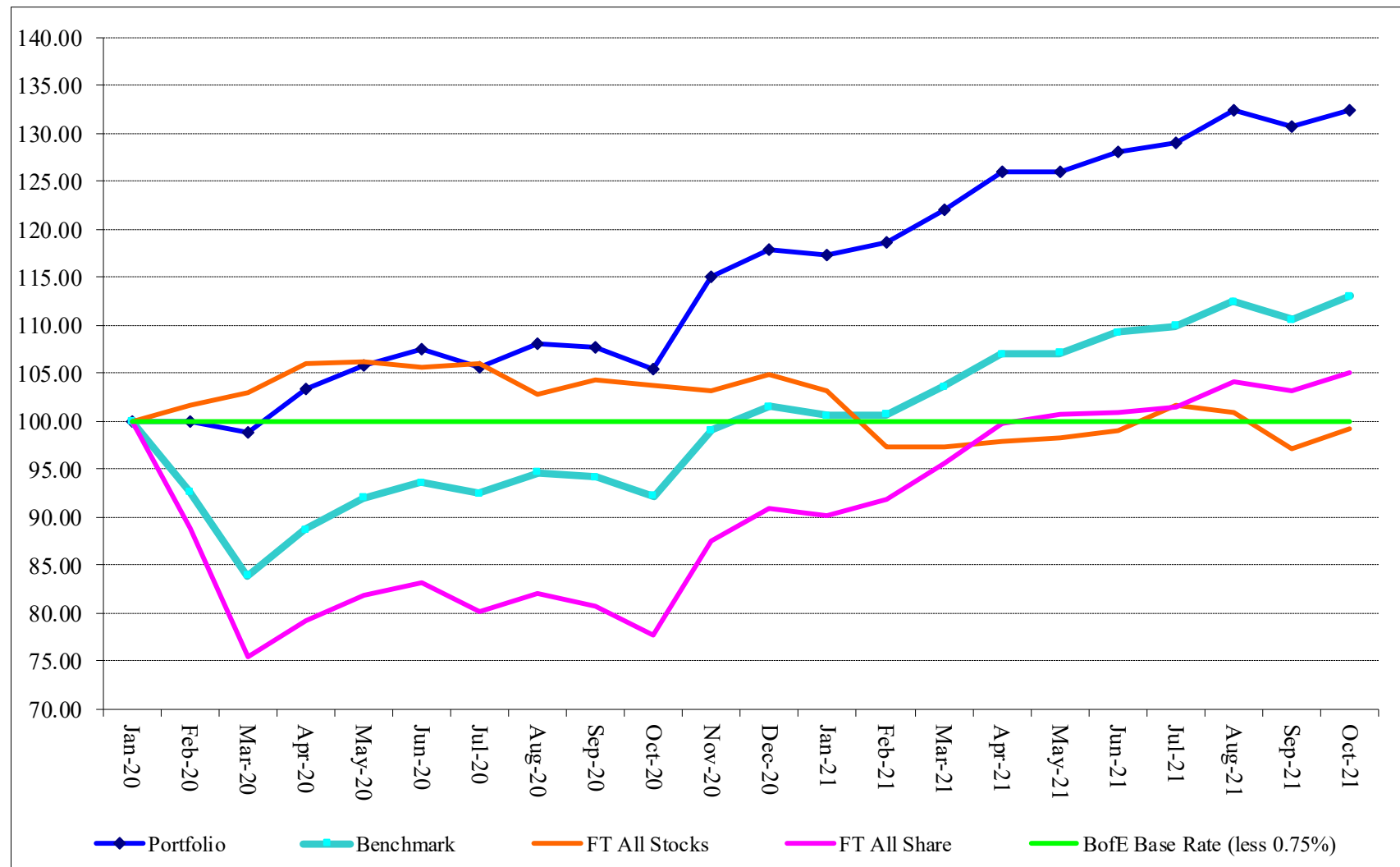
Fund structure through the year



Jones Shenia
11/26/2021 11:00:27

Source: Brewin Dolphin Limited *Past performance is not a guide to future performance. All figures used are total return.*

Fund Performance



Jones Shania
11/26/2021 11:00:27

Source: Brewin Dolphin Limited *Past performance is not a guide to future performance. All figures used are total return.*

Performance Analysis to 29 October 2021

	Monthly	Quarterly	Six Monthly	Annual	Inception 20/02/2020
Portfolio	1.34%	2.65%	5.17%	25.58%	32.46%
<i>Benchmark</i>	<i>2.17%</i>	<i>2.81%</i>	<i>5.63%</i>	<i>22.65%</i>	<i>12.98%</i>
Govt Bonds	3.02%	1.56%	7.54%	7.34%	8.85%
<i>FT All Stocks</i>	<i>2.15%</i>	<i>-2.43%</i>	<i>1.43%</i>	<i>-4.31%</i>	<i>-0.79%</i>
Corp Bonds	-0.89%	-1.11%	0.70%	2.06%	7.05%
<i>iBoxx UK Sterling Corp All Mats</i>	<i>0.44%</i>	<i>-1.99%</i>	<i>0.51%</i>	<i>0.55%</i>	<i>2.37%</i>
UK	1.39%	2.85%	6.41%	43.59%	68.76%
<i>FT All Share</i>	<i>1.82%</i>	<i>3.54%</i>	<i>5.40%</i>	<i>35.40%</i>	<i>5.05%</i>
US	3.01%	4.90%	8.85%	32.40%	42.01%
<i>FT North America</i>	<i>5.33%</i>	<i>6.47%</i>	<i>11.92%</i>	<i>35.34%</i>	<i>32.76%</i>
Europe	3.37%	1.00%	6.17%	24.01%	30.30%
<i>FT Euro ex UK</i>	<i>3.01%</i>	<i>2.15%</i>	<i>7.54%</i>	<i>33.83%</i>	<i>20.81%</i>
Japan	-2.75%	7.34%	8.04%	19.72%	35.74%
<i>FT Japan</i>	<i>-5.02%</i>	<i>3.57%</i>	<i>3.15%</i>	<i>13.04%</i>	<i>16.48%</i>
Pacific	-1.35%	0.93%	-2.75%	18.23%	18.31%
<i>FT Pac ex Japan</i>	<i>-0.31%</i>	<i>-0.05%</i>	<i>-2.86%</i>	<i>25.00%</i>	<i>22.89%</i>
Emerging	-0.61%	3.86%	1.10%	22.24%	19.82%
<i>FT Emerging</i>	<i>-0.50%</i>	<i>2.52%</i>	<i>-2.10%</i>	<i>10.75%</i>	<i>12.98%</i>
Property	3.08%	3.64%	10.28%	35.36%	20.59%
<i>IA UK Direct Property</i>	<i>0.84%</i>	<i>2.25%</i>	<i>4.53%</i>	<i>5.27%</i>	<i>0.72%</i>
Absolute Return	-0.42%	-0.14%	1.47%	4.96%	3.72%
<i>IMA Targeted Absolute Return</i>	<i>-0.06%</i>	<i>0.42%</i>	<i>0.91%</i>	<i>6.51%</i>	<i>1.59%</i>
Other	2.21%	2.27%	1.34%	2.32%	17.65%
Cash	0.00%	0.00%	0.00%	0.00%	0.00%
<i>BoFE Base Rate (less 0.75%)</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>

Source: Brewin Dolphin Limited *Past performance is not a guide to future performance. All figures used are total return.*



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Administration

Cashflows

- £84 received to cover LEI charge on 21 October 2019
- £2,804,000 received by CHAPS on 20 February 2020 following liquidation of CCLA portfolio

Income

	Income Received / Income Forecast	Income Target
Year to 31/03/21*	£76,522	£83,005
Year to 31/03/22e	£106,532	£99,356

*The portfolio was not fully invested until 25 June 2020 due to the unprecedented level of market volatility, which benefited the portfolio performance significantly.

In addition, there is a time lag between holding an asset and accruing the dividend on the 'ex-dividend' date and again a further time lag before physically receiving the income into the portfolio.

Jones Smith
11/26/2021 11:00:27

Trading

Q1 2021

- After favourable relative performance during the quarter, in March we looked to lock in some profits by reducing our exposure to the UK, trimming positions in Antofagasta, Ashtead, Croda International and the iShares FTSE 100 ETF, and also disposed of Barclays and Hiscox.
- We used part of the proceeds to introduce Diverse Income Trust which is the investment trust version of the existing holding in the Premier UK Multi Cap Income Fund.
- We used the remainder of the proceeds to add to Asia by topping up the position in BNY Newton Asian Income Fund.
- In the US, we disposed of the remaining holding in Janus Global Life Sciences Fund and, with part of the proceeds from above, added to Fidelity US Quality Income ETF to add to the US whilst increasing the income generated in the sector.
- Finally, we trimmed the iShares Global Property ETF slightly, trimmed the X-Trackers Global Inflation Linked Bond ETF and used the proceeds to introduce Henderson Fixed Interest Monthly Income Bond Fund to further increase income in the portfolio.

Jones Shania
11/26/2021 11:00:27

Trading (continued)

Q3 2021

- After favourable performance during the year in both absolute and relative terms, we locked in some profits in the UK by trimming positions in Croda, Ashtead, RELX and St James's Place.
- To rebalance the regional equity exposure, we also trimmed the BNY Newton Asian Income Fund and used part of the proceeds from the above sales to add to Baillie Gifford American Fund and Blackrock Continental European Income Fund.
- We disposed of the Aberdeen Standard AAA Income Fund and introduced Jupiter Strategic Bond Fund, increasing exposure to the fixed interest sector and increasing the overall diversification of the portfolio.

Jones Shenja
11/26/2021 11:00:27



POWYS TEACHING LOCAL HEALTH BOARD CHARITABLE FUND

For the period from 01/11/2020 to 31/10/2021
Generated on 23/11/2021

PORTFOLIO INFORMATION

Portfolio Number	POWYS0004
Management Type	Discretionary
Risk Profile	Risk Level 6
Investment Objective	Income
PRC6 Code	651651

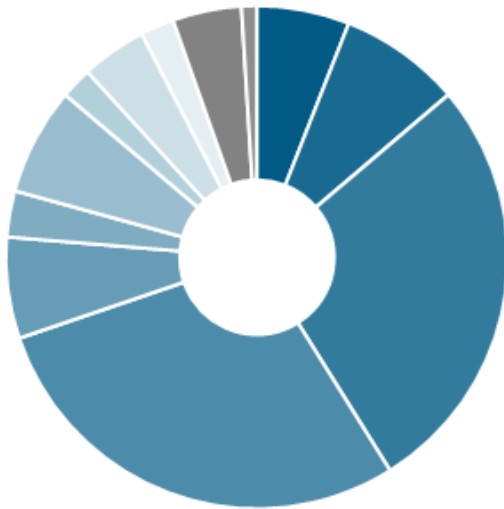
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Jones, Shania
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Asset Allocation

Asset Allocation



Asset Allocation	Market Value at 31/10/2021	% of Holdings
UK Bonds	209,469.10	5.96
Overseas Bonds	275,684.48	7.84
UK Equities	959,471.34	27.30
North American Equities	1,008,098.00	28.68
European Equities	228,570.72	6.50
Japanese Equities	104,204.73	2.97
Asia Pacific Equities	243,324.80	6.92
Emerging Market Equities	70,928.87	2.02
Absolute Return	148,307.58	4.22
Property	75,599.19	2.15
Other Investments	155,997.96	4.44
Cash	34,736.89	0.99
TOTAL	3,514,393.66	100.00

Jones Shania
11/26/2021 11:00:27



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DOLPHIN

Client report for POWYS TEACHING LOCAL HEALTH BOARD CHARITABLE FUND

For the period from 01/11/2020 to 31/10/2021

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									
Bond Funds									
11,145	PIMCO GLOBAL ADVIS SEL UK INC BD INSTL INC NAV	POWYS0004	10.1 GBP		106,279.95	112,564.50	4,146.48	3.68	3.20
940	TWENTYFOUR GLOBAL CORPORATE BOND I GBP DIS	POWYS0004	103.09 GBP		98,127.60	96,904.60	2,786.56	2.88	2.76
Sub Total UK Bonds					204,407.55	209,469.10	6,933.04	3.31	5.96
Overseas Bonds									
Index Linked Bonds									
2,240	XTRACKERS II XTRACKERS II GBL INFL-LKD B	POWYS0004	29.3568 GBP		60,434.97	65,759.23	298.59	0.45	1.87
Bond Funds									
222,275	HENDERSON INVESTME FIXED INTEREST MONTHLY INCO	POWYS0004	0.6031 GBP		132,053.36	134,054.05	5,424.40	4.05	3.81
75,750	JUPITER UT MNGRS STRATEGIC BOND X GBP DIS	POWYS0004	1.0016 GBP		77,234.70	75,871.20	2,952.81	3.89	2.16
Sub Total Overseas Bonds					269,723.03	275,684.48	8,675.80	3.15	7.84

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Client report for POWYS TEACHING LOCAL HEALTH BOARD CHARITABLE FUND

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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 Producers									
14,400	BP ORD USD0.25	POWYS0004	3.502 GBP		48,287.51	50,428.80	2,294.34	4.55	1.43
4,235	ROYAL DUTCH SHELL 'B'ORD EUR0.07	POWYS0004	16.85 GBP		44,562.18	71,359.75	2,760.51	3.87	2.03
Chemicals									
290	CRODA INTL ORD GBP0.10609756	POWYS0004	94.58 GBP		12,867.80	27,428.20	275.50	1.00	0.78
Mining									
1,550	ANTOFAGASTA ORD GBP0.05	POWYS0004	14.255 GBP		15,561.65	22,095.25	815.28	3.69	0.63
1,250	RIO TINTO ORD GBP0.10	POWYS0004	45.605 GBP		37,779.54	57,006.25	7,824.50	13.73	1.62
Support Services									
485	ASSTEAD GROUP ORD GBP0.10	POWYS0004	61.24 GBP		8,686.55	29,701.40	204.43	0.69	0.85
Household Goods and Home Construction									
19,510	TAYLOR WIMPEY ORD GBP0.01	POWYS0004	1.5455 GBP		24,267.54	30,152.71	1,615.43	5.36	0.86
Pharmaceuticals & Biotechnology									
355	ASTRAZENECA ORD USD0.25	POWYS0004	90.94 GBP		25,832.22	32,283.70	717.81	2.22	0.92
2,800	GLAXOSMITHKLINE ORD GBP0.25	POWYS0004	15.086 GBP		38,288.20	42,240.80	2,240.00	5.30	1.20
Media									
1,650	RELX PLC GBP0.1444	POWYS0004	22.64 GBP		29,512.51	37,356.00	787.05	2.11	1.06



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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									
Gas, Water & Multiutilities									
4,960	NATIONAL GRID ORD GBP0.12431289	POWYS0004	9.354 GBP		43,971.40	46,395.84	2,438.34	5.26	1.32
Life Insurance									
20,980	LEGAL & GENERAL GP ORD GBP0.025	POWYS0004	2.889 GBP		40,912.00	60,611.22	3,738.64	6.17	1.72
2,800	ST JAMES'S PLACE ORD GBP0.15	POWYS0004	15.795 GBP		26,516.55	44,226.00	1,401.12	3.17	1.26
General Financial									
1,630	ADMIRAL GROUP ORD GBP0.001	POWYS0004	28.7 GBP		34,884.20	46,781.00	4,775.90	10.21	1.33
18,660	M&G PLC ORD GBP0.05	POWYS0004	1.998 GBP		27,384.55	37,282.68	3,420.38	9.17	1.06
Open Ended Collectives									
17,905	ISHARES CORE FTSE100 UCITS ETF GBP	POWYS0004	7.087 GBP		107,986.30	126,892.74	4,610.54	3.63	3.61
68,025	PREMIER PORTFOLIO PM UK MLTI CAP INC B INSTL	POWYS0004	2.252 GBP		107,825.09	153,192.30	4,659.51	3.04	4.36
UK Growth & Income Inv Trust									
38,460	DIVERSE INCOME TRU ORD GBP0.001	POWYS0004	1.145 GBP		42,937.74	44,036.70	1,461.48	3.32	1.25
Sub Total UK Equities					718,063.53	959,471.34	46,040.76	4.80	27.30



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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 %
North American Equities									
Open Ended Collectives									
5,465	BAILLIE GIFFORD AMERICAN W1 DIS	POWYS0004	19.4 GBP		93,270.70	106,021.00	0.00	0.00	3.02
34,175	FIDELITY UCITS ICA US QUAL INC UCITS ETF GBP I	POWYS0004	6.465 GBP		189,679.62	220,941.38	5,391.71	2.44	6.29
219,680	JPMORGAN FUNDS LTD US EQUITY INC K GBP NET INC	POWYS0004	1.43 GBP		234,102.68	314,142.40	5,777.58	1.84	8.94
5,760	VANGUARD FUNDS PLC S&P 500 UCITS ETF USD DIS	POWYS0004	63.7141 GBP		251,865.28	366,993.22	3,933.73	1.07	10.44
Sub Total North American Equities					768,918.28	1,008,098.00	15,103.02	1.50	28.68
European Equities									
Open Ended Collectives									
122,165	BLACKROCK FM LTD CONTL EURP INC D UNITS INC	POWYS0004	1.871 GBP		183,820.72	228,570.72	6,913.32	3.02	6.50
Sub Total European Equities					183,820.72	228,570.72	6,913.32	3.02	6.50
Japanese Equities									
Open Ended Collectives									
86,700	JUPITER UT MNGRS JAPAN INCOME Z GBP DIS	POWYS0004	1.2019 GBP		80,209.13	104,204.73	2,171.92	2.08	2.97
Sub Total Japanese Equities					80,209.13	104,204.73	2,171.92	2.08	2.97



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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 %
Asia Pacific Equities									
Open Ended Collectives									
215,790	BNY MELLON FD MNGR ASIAN INCOME U GBP DIS	POWYS0004	1.1276 GBP		217,171.87	243,324.80	5,575.15	2.29	6.92
Sub Total Asia Pacific Equities					217,171.87	243,324.80	5,575.15	2.29	6.92
Emerging Market Equities									
Open Ended Collectives									
99,035	JPMORGAN AM UK LTD EMG MKTS INC C NET INC NAV	POWYS0004	0.7162 GBP		59,712.03	70,928.87	2,099.54	2.96	2.02
Sub Total Emerging Market Equities					59,712.03	70,928.87	2,099.54	2.96	2.02
Absolute Return									
Bond Funds									
82,870	ARTEMIS FD MNGRS SHT DTD GBL H Y BD FI GBP	POWYS0004	0.963 GBP		77,423.07	79,803.81	3,712.16	4.65	2.27
70,209.871	BNY MELLON FD MNGR NEWTON GBL DYNM BD EXMPT3 G	POWYS0004	0.9757 GBP		69,914.58	68,503.77	1,691.99	2.47	1.95
Sub Total Absolute Return					147,337.65	148,307.58	5,404.15	3.64	4.22
Property									
Closed Ended Collectives									
37,980	BLACKROCK FM LTD ISHARES GBL PROP SECS EQTY	POWYS0004	1.9905 GBP		60,633.09	75,599.19	1,546.24	2.05	2.15
Sub Total Property					60,633.09	75,599.19	1,546.24	2.05	2.15



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Holdings Summary

Quantity	Security Name	SubPortfolio ID	Price	Accrued Interest	Book Cost	Market Value	Est. Gross Income	Est. Gross Yield %	Ptf %
Other Investments									
Infrastructure Inv Trust									
45,825	HICL INFRASTRUCTU. ORD GBP0.0001	POWYS0004	1.684 GBP		76,089.92	77,169.30	3,780.56	4.90	2.20
47,090	INT PUBLIC PARTNER ORD GBP0.0001	POWYS0004	1.674 GBP		74,120.64	78,828.66	3,512.91	4.46	2.24
Sub Total Other Investments					150,210.56	155,997.96	7,293.47	4.68	4.44
Cash									
Cash									
0 GBP	Dealing	POWYS0004		0.00	0.00	0.00			0.00
29,805.36 GBP	Deposit	POWYS0004		0.00	29,805.36	29,805.36			0.85
4,931.53 GBP	Income	POWYS0004		0.00	4,931.53	4,931.53			0.14
Sub Total Cash				0.00	34,736.89	34,736.89			0.99
TOTAL IN GBP				0.00	2,894,944.33	3,514,393.66	107,756.41	3.07	100.00

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Transaction Details (from 01/11/2020 to 31/10/2021)

POWYS0004

Date	Transaction	Quantity	Security Name	Price	Net Amount
POWYS0004					
06/09/2021	PURCHASE	75,750.00	JUPITER UT MNGRS STRATEGIC BOND X GBP...	1.02 GBP	-77,234.70
03/09/2021	SALE	109,035.00	ABERDEEN STD FD MG ASI AAA BD INSTL S...	0.53 GBP	57,450.54
01/09/2021	EQUALISATION	0.00	BLACKROCK FM LTD CONTL EURP INC D UNITS...	0.00 GBP	51.31
31/08/2021	SALE	1,080.00	ST JAMES'S PLACE ORD GBP0.15	16.09 GBP	17,370.80
31/08/2021	PURCHASE	790.00	BAILLIE GIFFORD AMERICAN W1 DIS	19.83 GBP	-15,665.70
26/08/2021	SALE	385.00	RELX PLC GBP0.1444	21.68 GBP	8,347.86
26/08/2021	SALE	125.00	ASHTHEAD GROUP ORD GBP0.10	55.94 GBP	6,992.50
26/08/2021	SALE	115.00	CRODA INTL ORD GBP0.10609756	90.52 GBP	10,408.80
26/08/2021	SALE	15,270.00	BNY MELLON FD MNGR ASIAN INCOME U GBP...	1.15 GBP	17,612.42
26/08/2021	PURCHASE	9,280.00	BLACKROCK FM LTD CONTL EURP INC D UNITS...	1.91 GBP	-17,715.52
01/06/2021	EQUALISATION	0.00	HENDERSON INVESTME FIXED INTEREST...	0.00 GBP	89.13
01/04/2021	EQUALISATION	0.00	BNY MELLON FD MNGR ASIAN INCOME U GBP...	0.00 GBP	156.99
25/03/2021	SALE	3,645.00	HISCOX ORD GBP0.065 (DI)	8.22 GBP	29,976.48
25/03/2021	SALE	16,000.00	BARCLAYS PLC ORD GBP0.25	1.82 GBP	29,082.30
25/03/2021	SALE	800.00	ASHTHEAD GROUP ORD GBP0.10	42.83 GBP	34,263.00
25/03/2021	SALE	1,245.00	ANTOFAGASTA ORD GBP0.05	16.30 GBP	20,293.18
25/03/2021	SALE	700.00	JANUS HENDERSON JH GBL LIFE SCIENCES H1...	24.56 GBP	17,192.00



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Transaction Details (from 01/11/2020 to 31/10/2021)

POWYS0004

Date	Transaction	Quantity	Security Name	Price	Net Amount
25/03/2021	SALE	8,245.00	BLACKROCK FM LTD ISHARES GBL PROP SECS...	1.73 GBP	14,272.10
25/03/2021	SALE	2,420.00	XTRACKERS II XTRACKERS II GBL INFL-LKD B	27.51 GBP	66,574.68
25/03/2021	SALE	8,485.00	ISHARES CORE FTSE100 UCITS ETF GBP	6.60 GBP	55,960.28
25/03/2021	SALE	170.00	CRODA INTL ORD GBP0.10609756	64.15 GBP	10,904.63
25/03/2021	PURCHASE	38,460.00	DIVERSE INCOME TRU ORD GBP0.001	1.12 GBP	-42,937.74
25/03/2021	PURCHASE	12,740.00	FIDELITY UCITS ICA US QUAL INC UCITS...	5.74 GBP	-73,145.82
25/03/2021	PURCHASE	35,014.41	BNY MELLON FD MNGR ASIAN INCOME U GBP...	1.17 GBP	-40,910.84
25/03/2021	PURCHASE	222,275.00	HENDERSON INVESTME FIXED INTEREST...	0.59 GBP	-132,142.49
31/12/2020	EXCESS REPORTABLE INCOME	0.00	VANGUARD FUNDS PLC S&P 500 UCITS ETF...	0.00 GBP	-170.59
11/12/2020	FUND CLASS CONVERSION	71,650.00	BNY MELLON FD MNGR GBL DYNAMIC BD...	0.00 GBP	69,914.58
11/12/2020	FUND CLASS CONVERSION	70,209.87	BNY MELLON FD MNGR NEWTON GBL DYNM BD...	0.00 GBP	-69,914.58
01/12/2020	EQUALISATION	0.00	BLACKROCK FM LTD CONTL EURP INC D UNITS...	0.00 GBP	135.19
01/12/2020	EQUALISATION	0.00	ABERDEEN STD FD MG ASI AAA BD INSTL S...	0.00 GBP	127.90
01/11/2020	EQUALISATION	0.00	JPMORGAN AM UK LTD EMG MKTS INC C NET...	0.00 GBP	125.75

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Past performance is not a guide to future performance. The value of investments can fall and you may get back less than you invested.

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Risk guide

Understanding risk

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If you invest in currencies other than your own, fluctuations in currency value will mean that the value of your investment will move independently of the underlying asset.

Our services are not suitable for everyone, but we can advise you on the specific services that are suitable for you.

We may provide guidance on using tax-efficient structures such as making use of tax allowances. You should be aware that tax structures are subject to changes in legislation and depend on your personal circumstances. Your adviser will be happy to discuss any of these in greater detail.

You have sole responsibility for the management of your tax and legal affairs including all applicable tax filings and payments for complying with applicable laws and regulations. We are not specialist tax advisers and will not provide you with tax or legal advice and recommend that you obtain your own independent tax and legal advice, tailored to your individual circumstances.

Past performance is not an indication of future performance. In this document performance is quoted before fees, charges, levies and taxes and these may have the effect of reducing the illustrated performance. All performance shown is based upon any income generated being re-invested, except for the Average Capital Return and Average Yield figures.

The expected returns shown are based on our long-term forecasts, for a mix of assets similar to a portfolio suitable for an investor aligned to the Risk Category indicated.

The data in our sample charts is based on reasonable assumptions which are in turn based on objective data. There are no guarantees that these levels of performance will be achieved, in which case any returns will differ from those illustrated.

All data as at 30th June 2021

Contact us

T: 020 3201 3900

W: www.brewin.co.uk



Facebook: www.facebook.com/brewindolphin



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Overview

Introduction

This document provides a brief overview of the risk categories used by Brewin Dolphin to determine an investment mandate. We set out the types of investments a portfolio is likely to be composed of and we also give an indication of the level of risk and potential return.

We provide example charts to help you understand the financial concepts involved and what could happen to the portfolio.

How long should you invest for?

In general terms, the longer the time horizon the better, particularly if you need to maximise your capital growth. Investing with a longer-term view – for example, 10 years or more – gives more time to recover losses on the portfolio which may be caused by periods of market volatility and therefore sits relatively well with higher-risk investment strategies. Investing on a shorter-term view, such as three to five years reduces the time available to recover losses and costs. Investing with a higher-risk investment strategy over the short-term will require a greater ability to withstand volatility.

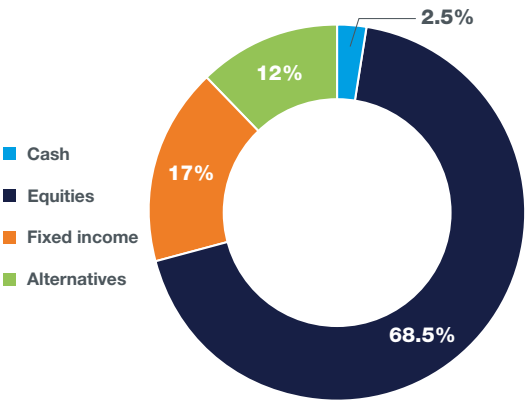
What will your portfolio be invested in?

How the portfolio is constructed will depend on the investment mandate, and we will consider how much return you are trying to achieve in the context of your willingness and ability to accept risk.

We will agree a mandate with you to help achieve your objectives by investing in a mix of asset classes such as fixed income, equities, cash and alternative investments. The mix of assets is important as it influences the possible return and the amount of risk within the portfolio.

Please refer to the appendix for more information.

Example asset mix (Risk Category 6)



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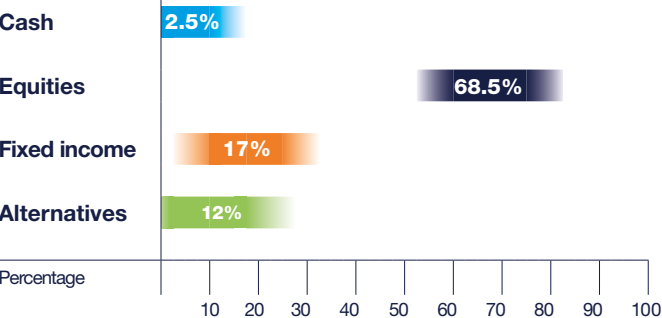
We set limits on this mix of assets to control risk and over time we will review these to ensure that they are still appropriate.

The sample chart below shows our Strategic Asset Allocation for a risk category 6 portfolio. Our Investment Managers can adjust the asset mix and weightings in accordance with Brewin Dolphin tactical asset allocation views to take account of both the specific investment objectives and the prevailing market conditions.

Example asset mix range (Risk Category 6)



Asset mix range



We have three broad categories of investment objectives to choose from:

- **Income** (where your priority is to generate an income from your investments)
- **Capital growth** (where you have a priority to grow your investments)
- **Income and capital growth** (where you require a combination of both income and capital growth from your investments).

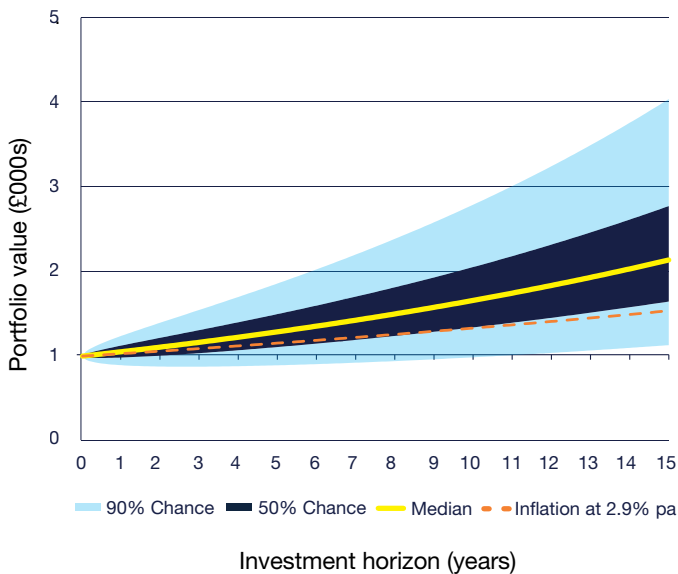
How much could the portfolio grow?

The market changes a great deal but your investment manager, supported by our research team, will endeavour to manage the portfolio to achieve your investment objectives. The longer the period you invest for, the more chance the portfolio has to grow.

For illustrative purposes, the following chart shows the range of likely returns, based on a risk category 6 mandate. As you can see, in the early years the range of returns is smaller but easier to predict. In the long term, the returns are greater, but more difficult to predict as shown by the widening shaded area on the chart.

Example projected accumulation of wealth
(Risk Category 6)

The potential value of a portfolio of £1,000 over a projected 15-year period from 30 June 2021



Source: Brewin Dolphin Limited, Datastream as at 30 June 2021
Please note, in the example chart above, we have used a market-based rate of 2.9% for inflation.

The yellow line on the chart represents the mid-point of the range of forecast outcomes. This means that there is an equal probability of the value of the portfolio either being above or below the yellow line at any point in time.

The expected returns detailed in the above sample chart are based on Brewin Dolphin's return forecasts for a mix of assets similar to a portfolio Risk Category 6. The size of the shaded bands is based on historic market data covering the previous 15 years up to 30 June 2021.

The sample chart shows the expected amount of return that could be created in a portfolio over a 15-year period with an initial investment of £1,000. For illustrative purposes, the chart shows the total return assuming that all income generated by the portfolio is reinvested.

Two key points that sample charts like these aim to illustrate are:

- The longer the period invested, the less predictable the returns achieved will be
- The more investment risk accepted, the less predictable the returns achieved will be.

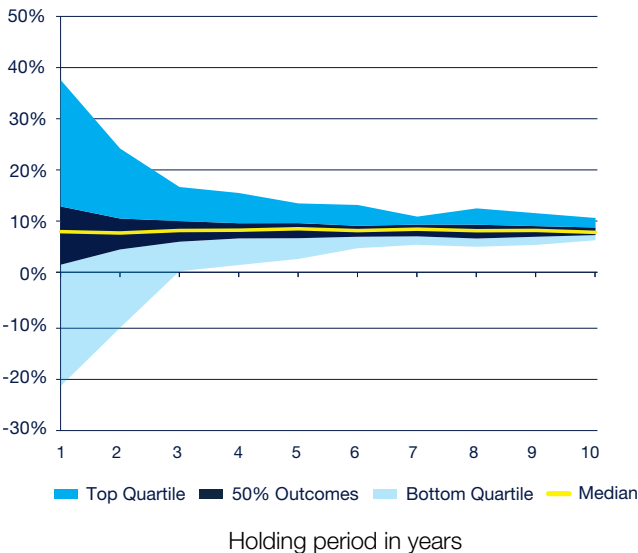
The shaded areas of the chart represent various forecasts showing the likelihood of achieving a level of asset accumulation, as follows:

- The dark blue area shows 50% of all forecasts
- The lighter coloured areas represent less likely outcomes with 90% of all forecasts falling within this illustration. For example, we believe that there is 90% probability that the accumulated assets in the portfolio shown would range between £1,100 and £4,000 after 15 years.
- There is a further 10% probability that the value of the portfolio could be outside of the ranges shown in this illustration – either above or below the ranges shown.

What is the advantage of investing over a longer time horizon?

Example annualised historic returns for Risk Category 6

The chart below illustrates the range of annualised returns that an investor would have historically received over different periods. For shorter periods there is a wider range of outcomes, but as the time held lengthens, the range narrows. The shorter-term variability of returns is smoothed over time. The chart shows holding periods covering data up to 10 years.



Source: Brewin Dolphin Limited, Datastream as at 30 June 2021

Please see the Important information on page 2

Brewin Dolphin's risk categories

The following table provides a brief description of the 10 risk categories we have identified, including the level of investment risk represented by each category.

We consider that the risks posed by our Discretionary Investment Management services are suitable for clients placed in the risk categories from 3 to 8. We judge our Wealth Management and Financial Planning services to be suitable for clients generally in the risk categories from 2 to 9.

Risk Category		Description
1		You are completely averse to any investments that could put your capital at risk. You accept that, in light of inflation, this is highly likely to have the effect of eroding the purchasing power of your capital. This typically means that your money will be held in cash, building society accounts or national savings.
2	Wealth Management	Preservation of capital remains important to you and you accept that investment returns may not meet or exceed the rate of inflation. You are prepared to accept only a very limited risk of loss to your capital. As a result, your portfolio will typically comprise of cash and cash like investments, meaning that the value of the portfolio may experience a small degree of fluctuation
3	Financial Planning	You place a higher priority on preserving the value of your investments over investment returns and typically will be sensitive to large negative movements in the value of your investment. You are looking to maintain the real value of your investments against inflation and are happy to accept a small degree of fluctuation in the value of the portfolio to achieve this. As a result, the portfolio will hold a greater proportion in lower risk asset classes, such as cash, fixed income and alternatives, relative to the higher risk asset class of equities.
4	Investment Management	Preserving the value of your investments remains important to you and you would like to maintain the real value of your investments against inflation. Your portfolio is likely to be more evenly balanced between equities and fixed income investments. The amount invested in equities is such that your portfolio is likely to experience some market volatility in exchange for the potential of increased levels of return.
5	Discretionary Investment Management	You are looking to maintain the real value of your investments by achieving returns above inflation. Preserving the value of your investment remains important, but you are willing to accept short term volatility to generate potentially higher long-term investment returns. The portfolio will be more evenly balanced between equities and the combined asset classes of cash, fixed interest and alternatives.
6		You are prepared to have a greater proportion of your investment held in equities with the aim of achieving a higher investment return over the long-term. The greater allocation to equities means the portfolio may experience heightened levels of volatility over the investment term. The portfolio will typically include two thirds of the assets invested in equities whilst the remainder will be split between cash, fixed income and alternatives. You are prepared to accept fluctuations in the value of the portfolio to achieve your investment goals.
7		You are seeking to generate higher investment returns through an increased exposure to equities to help achieve your long-term investment goals. The portfolio will typically have a very high proportion of the investment held in equities and very low levels of fixed income, cash and alternative asset classes. A larger proportion invested in equities increases the likelihood of volatility and degree of change in the overall value of the portfolio.
8		You are looking to maximise your investment returns by having a portfolio invested almost entirely in equities. Significant levels of volatility and more frequent changes in the value of the investments can be expected, but you are willing to accept these risks to achieve your investment goals.
9		You are willing to invest in higher-risk and speculative investments to achieve high possible returns and accept the risk of losing all, or a substantial part of, your investment. Typically, this could include very high-risk investments such as venture capital trusts, enterprise investment schemes and other specialist investments.
10		You are prepared to make wholly speculative investments, fully aware of and accepting the possibility of losing all of your capital. This could typically be in the form of derivatives and contingent liability investments, which often include gearing which means you could lose more than your initial capital investment. You are totally insensitive to risk.

What is the difference between the risk categories?

The following pages show the difference between Risk Categories 3 to 8. Investments classified as Risk Category 2 generally consist of liquidity funds as part of a wider investment strategy, whilst investments classified as Risk Category 9 often benefit from HM Revenue & Customs (HMRC) reliefs such as those provided by Venture Capital Trusts (VCTs) and Enterprise Investment Schemes (EIS). As such, they do not have dedicated pages in this document. Typically, they form part of an overall investment plan for higher earners and sophisticated clients with significant assets. Tax relief is provided to encourage investment into certain areas such as regeneration projects, renewable energy and forestry. Whilst to some the tax benefits can be very attractive, this must be balanced with a higher risk of loss and reduced liquidity.

Julius Baer
11/07/2021 11:00:27

What is the Brewin Risk Measure?

The method we use for measuring risk in a portfolio of assets is called the Brewin Risk Measure (BRM), which is calculated according to an industry standard for risk estimation. By considering what has happened in the past, it aims to provide a reasonable indicator of what could happen in the future. While we expect the value of the portfolio to increase over the longer term, it is important that you understand your investment will be exposed to risk.

Simply put, the BRM is a way of giving a feel for how much the portfolio value could fall over a single month. We consider the worst 1% of actual historic price movements for each of the asset classes in the portfolio and we assess the impact that these would have on the portfolio value.

Example BRM range (Risk Category 6)

Brewin Risk Measure 12.6% - 17.6%

We use BRM as a guide for our Investment Managers to monitor the amount of risk within a client portfolio across Brewin Dolphins Risk Categories. Each Risk Category has its own unique BRM range and wherever possible our Investment Managers will endeavor to build and manage a portfolio that operates within these ranges. For example, if we are managing a portfolio for a client in Risk Category 3, then the BRM parameters will be at a lower level than in Risk Category 8 and so on. In short, we will be taking less investment risk for a client in Risk Category 3 than for a client in Risk Category 8. The BRM enables us to monitor this effectively.

How much might the portfolio reduce in value?

We cannot say with certainty how much a portfolio value could change. However, we can estimate the possible change based upon historical data. Although the past performance of financial markets is not a reliable guide to how any investment will perform in the future, it can provide a useful guide to help you understand the changes that the portfolio might experience.

In the illustration shown, we can see a significant drop in the value of the asset mix. The fall took the portfolio value to £871. However, as you can see the value of the portfolio then increased over time and would have been worth £3,032 over the full 15-year period.

How long could the portfolio take to recover?

The following table shows the biggest falls in value and the longest period to recover the value of the portfolio in the example chart.

Example historic asset mix characteristics for the last 15 years (Risk Category 6)

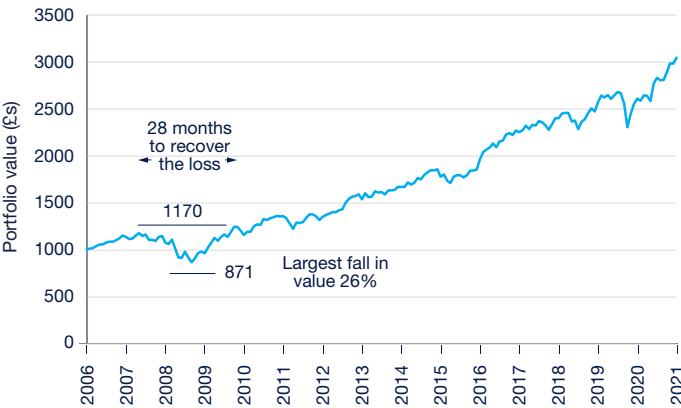
Average total return per year	7.7%
Average capital return per year	5.2%
Average yield	2.4%
Gain over the period*	203.2%
Largest fall in value during the period*	26.4%
Longest time to recover (months)*	28

Source: Brewin Dolphin Limited, Datastream as at 30 June 2021

* Based on total return

Example historic 15 year performance

The past performance of a mix of assets similar to a portfolio suitable for an investor in Risk Category 6.



Source: Brewin Dolphin Limited, Datastream from 30 June 2006 to 30 June 2021

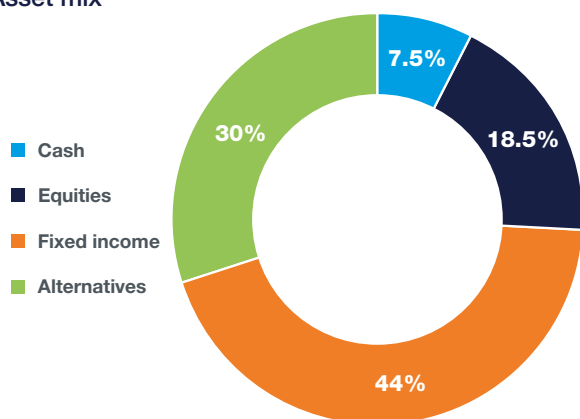
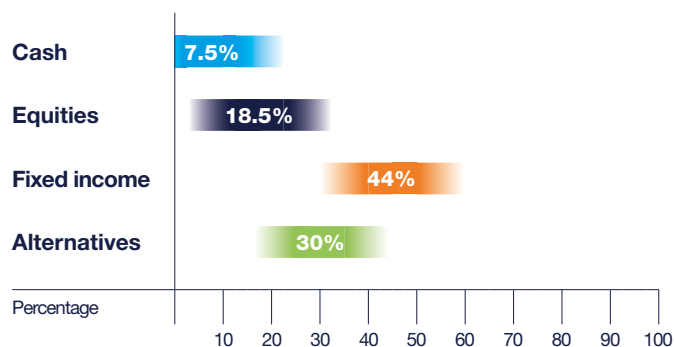
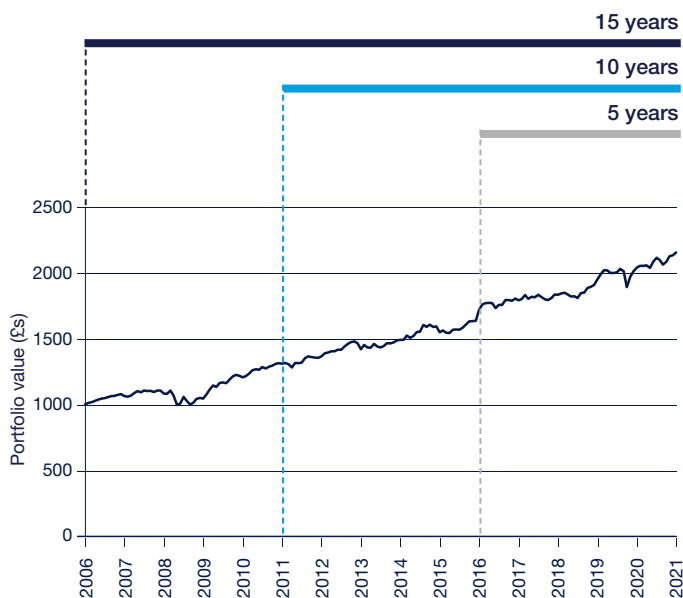
Jones, Shania
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LOWER RISK

HIGHER RISK

RISK CATEGORY 3**Brewin Risk Measure 4.7% - 9.7%**

You place a higher priority on preserving the value of your investments over investment returns and typically will be sensitive to large negative movements in the value of your investment. You are looking to maintain the real value of your investments against inflation and are happy to accept a small degree of fluctuation in the value of the portfolio to achieve this. As a result, the portfolio will hold a greater proportion in lower risk asset classes, such as cash, fixed income and alternatives, relative to the higher risk asset class of equities.

Asset mix**Asset mix range****Performance for this asset mix over the past 15 years**

For more information about our performance benchmarks, please refer to the section entitled 'Our performance benchmarks' on page 14.

Source: Brewin Dolphin Limited, Datastream from 30 June 2006 to 30 June 2021

Historic asset mix characteristics for the past 15 years

Average total return per year	5.2%
Average capital return per year	3.5%
Average yield	1.8%
Gain over the period*	114.3%
Largest fall in value during the period*	9.9%
Longest time to recover (months)*	15

Historic asset mix characteristics for the past 10 years

Average total return per year	5.1%
Average capital return per year	3.6%
Average yield	1.4%
Gain over the period*	64.1%
Largest fall in value during the period*	6.8%
Longest time to recover (months)*	13

Historic asset mix characteristics for the past 5 years

Average total return per year	4.6%
Average capital return per year	3.2%
Average yield	1.2%
Gain over the period*	25.3%
Largest fall in value during the period*	6.8%
Longest time to recover (months)*	7

* Based on total return

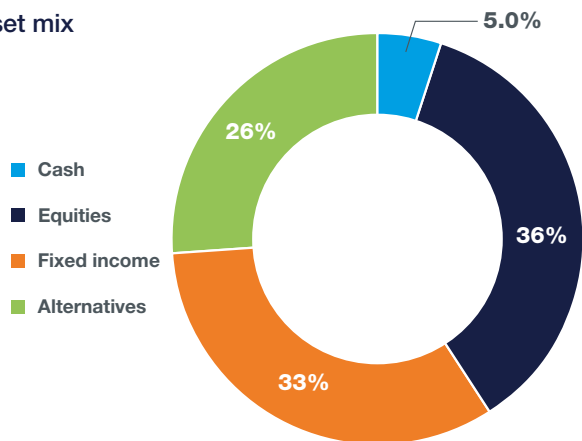
Please see the Important information on page 2

RISK CATEGORY 4

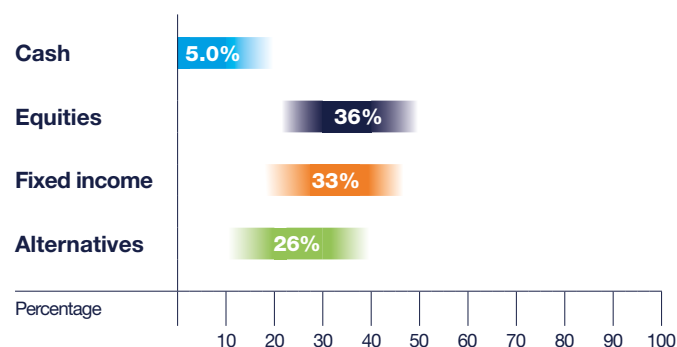
Brewin Risk Measure 7.2% - 12.2%

Preserving the value of your investments remains important to you and you would like to maintain the real value of your investments against inflation. Your portfolio is likely to be more evenly balanced between equities and fixed income investments. The amount invested in equities is such that your portfolio is likely to experience some market volatility in exchange for the potential of increased levels of return.

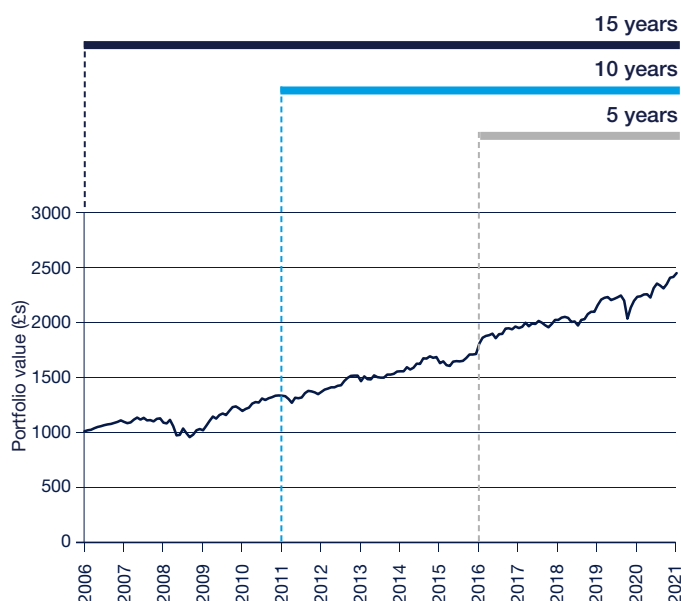
Asset mix



Asset mix range



Performance for this asset mix over the last 15 years



For more information about our performance benchmarks, please refer to the section entitled 'Our performance benchmarks' on page 14.

Source: Brewin Dolphin Limited, Datastream from 30 June 2006 to 30 June 2021

Historic asset mix characteristics for the past 15 years

Average total return per year	6.1%
Average capital return per year	4.2%
Average yield	2.0%
Gain over the period*	144.7%
Largest fall in value during the period*	15.9%
Longest time to recover (months)*	23

Historic asset mix characteristics for the past 10 years

Average total return per year	6.3%
Average capital return per year	4.6%
Average yield	1.7%
Gain over the period*	84.4%
Largest fall in value during the period*	9.4%
Longest time to recover (months)*	12

Historic asset mix characteristics for the past 5 years

Average total return per year	6.3%
Average capital return per year	4.6%
Average yield	1.5%
Gain over the period*	35.8%
Largest fall in value during the period*	9.4%
Longest time to recover (months)*	7

* Based on total return

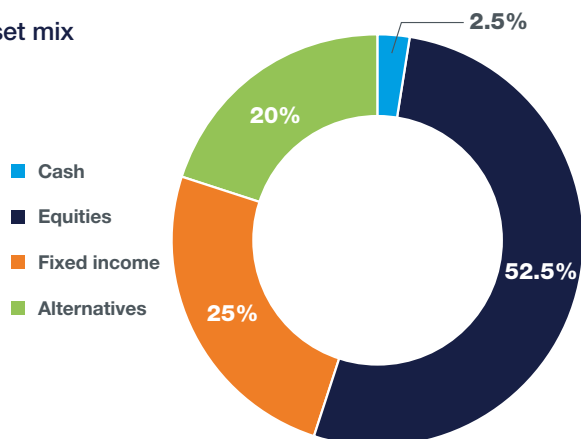
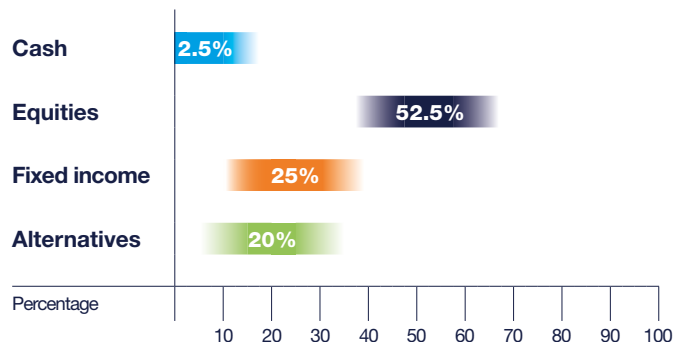
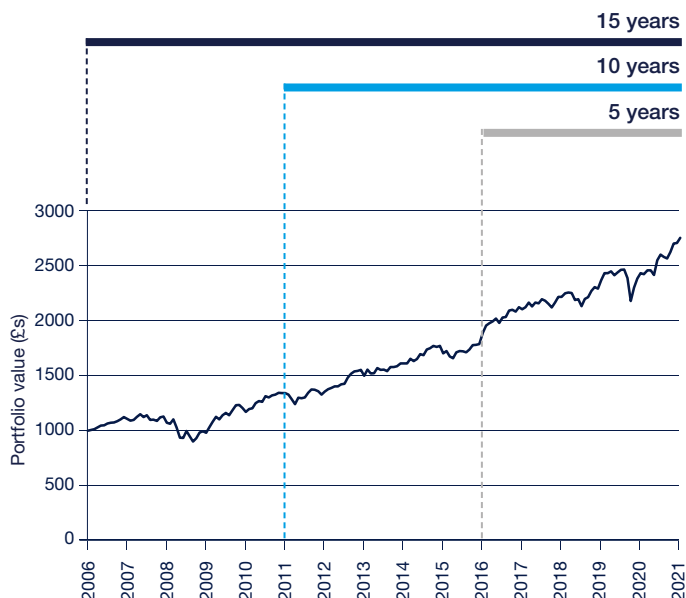
Please see the Important information on page 2

LOWER RISK

HIGHER RISK

RISK CATEGORY 5**Brewin Risk Measure 9.9% - 14.9%**

You are looking to maintain the real value of your investments by achieving returns above inflation. Preserving the value of your investment remains important, but you are willing to accept short term volatility to generate potentially higher long-term investment returns. The portfolio will be more evenly balanced between equities and the combined asset classes of cash, fixed interest and alternatives.

Asset mix**Asset mix range****Performance for this asset mix over the last 15 years**

For more information about our performance benchmarks, please refer to the section entitled 'Our performance benchmarks' on page 14.

Source: Brewin Dolphin Limited, Datastream from 30 June 2006 to 30 June 2021

Historic asset mix characteristics for the past 15 years

Average total return per year	7.0%
Average capital return per year	4.7%
Average yield	2.2%
Gain over the period*	174.2%
Largest fall in value during the period*	21.5%
Longest time to recover (months)*	26

Historic asset mix characteristics for the past 10 years

Average total return per year	7.4%
Average capital return per year	5.3%
Average yield	2.0%
Gain over the period*	104.5%
Largest fall in value during the period*	11.6%
Longest time to recover (months)*	10

Historic asset mix characteristics for the past 5 years

Average total return per year	7.8%
Average capital return per year	5.8%
Average yield	1.9%
Gain over the period*	45.4%
Largest fall in value during the period*	11.6%
Longest time to recover (months)*	10

* Based on total return

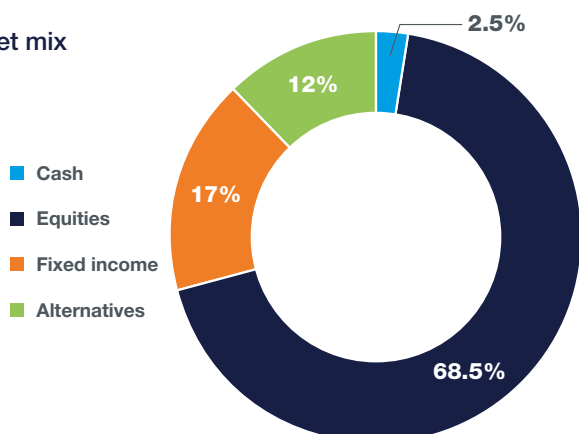
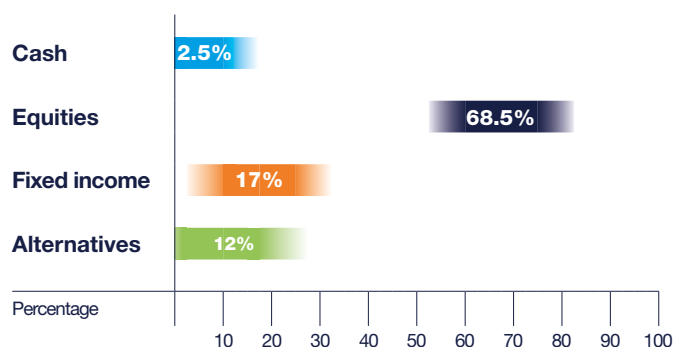
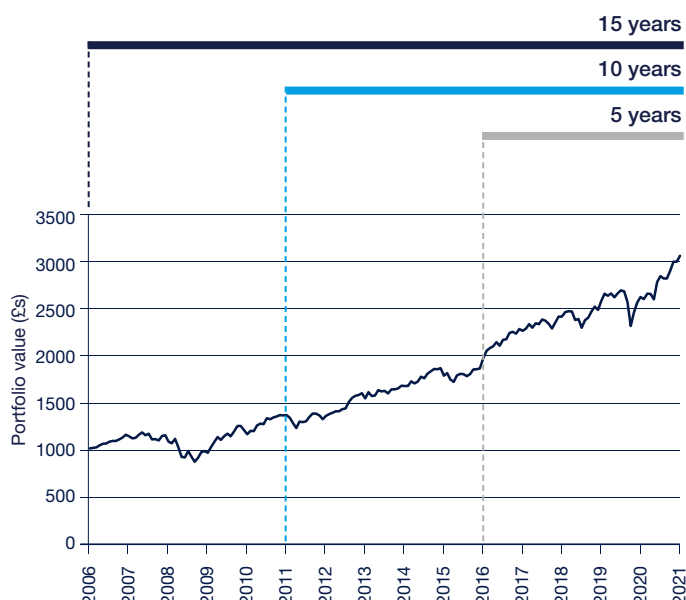
Please see the Important information on page 2

LOWER RISK

HIGHER RISK

RISK CATEGORY 6**Brewin Risk Measure 12.6% - 17.6%**

You are prepared to have a greater proportion of your investment held in equities with the aim of achieving a higher investment return over the long-term. The greater allocation to equities means the portfolio may experience heightened levels of volatility over the investment term. The portfolio will typically include two thirds of the assets invested in equities whilst the remainder will be split between cash, fixed income and alternatives. You are prepared to accept fluctuations in the value of the portfolio to achieve your investment goals.

Asset mix**Asset mix range****Performance for this asset mix over the last 15 years**

For more information about our performance benchmarks, please refer to the section entitled 'Our performance benchmarks' on page 14.

Source: Brewin Dolphin Limited, Datastream from 30 June 2006 to 30 June 2021

Historic asset mix characteristics for the past 15 years

Average total return per year	7.7%
Average capital return per year	5.2%
Average yield	2.4%
Gain over the period*	203.2%
Largest fall in value during the period*	26.4%
Longest time to recover (months)*	28

Historic asset mix characteristics for the past 10 years

Average total return per year	8.4%
Average capital return per year	6.0%
Average yield	2.3%
Gain over the period*	124.4%
Largest fall in value during the period*	14.0%
Longest time to recover (months)*	13

Historic asset mix characteristics for the past 5 years

Average total return per year	9.2%
Average capital return per year	6.8%
Average yield	2.2%
Gain over the period*	55.1%
Largest fall in value during the period*	14.0%
Longest time to recover (months)*	11

* Based on total return

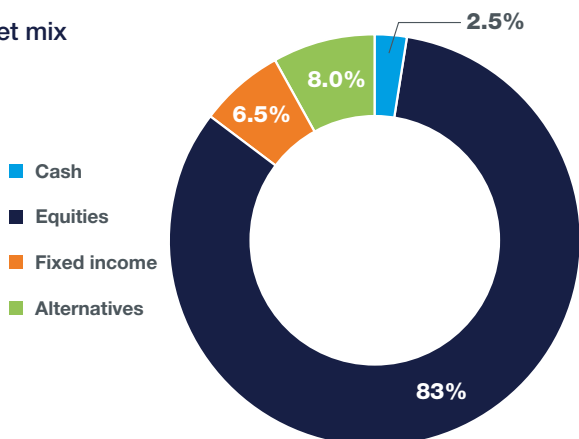
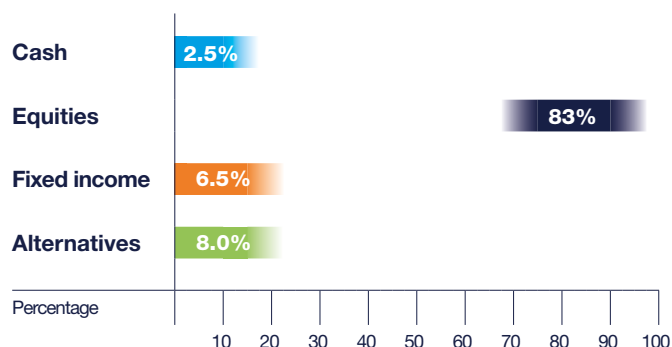
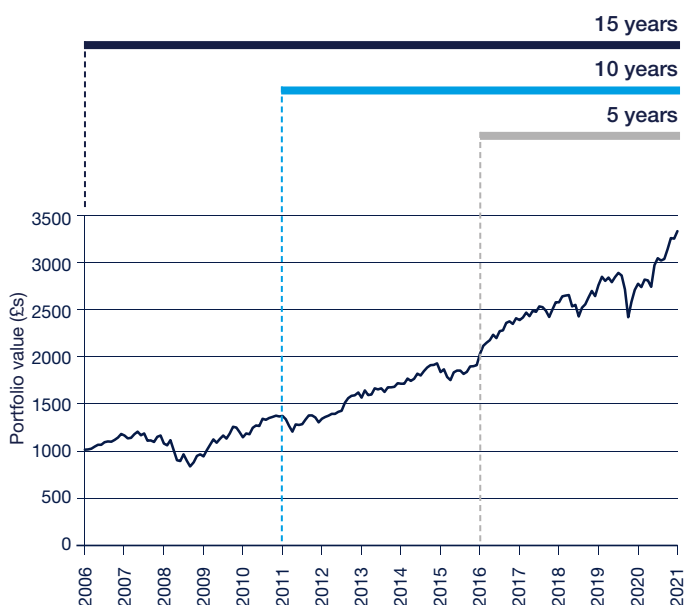
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LOWER RISK

HIGHER RISK

RISK CATEGORY 7**Brewin Risk Measure 15.3% - 20.3%**

You are seeking to generate higher investment returns through an increased exposure to equities to help achieve your long-term investment goals. The portfolio will typically have a very high proportion of the investment held in equities and very low levels of fixed income, cash and alternative asset classes. A larger proportion invested in equities increases the likelihood of volatility and degree of change in the overall value of the portfolio.

Asset mix**Asset mix range****Performance for this asset mix over the last 15 years**

For more information about our performance benchmarks, please refer to the section entitled 'Our performance benchmarks' on page 14.

Source: Brewin Dolphin Limited, Datastream from 30 June 2006 to 30 June 2021

Historic asset mix characteristics for the past 15 years

Average total return per year	8.3%
Average capital return per year	5.5%
Average yield	2.6%
Gain over the period*	230.5%
Largest fall in value during the period*	30.8%
Longest time to recover (months)*	29

Historic asset mix characteristics for the past 10 years

Average total return per year	9.3%
Average capital return per year	6.6%
Average yield	2.5%
Gain over the period*	143.4%
Largest fall in value during the period*	16.3%
Longest time to recover (months)*	13

Historic asset mix characteristics for the past 5 years

Average total return per year	10.4%
Average capital return per year	7.8%
Average yield	2.5%
Gain over the period*	64.3%
Largest fall in value during the period*	16.3%
Longest time to recover (months)*	11

* Based on total return

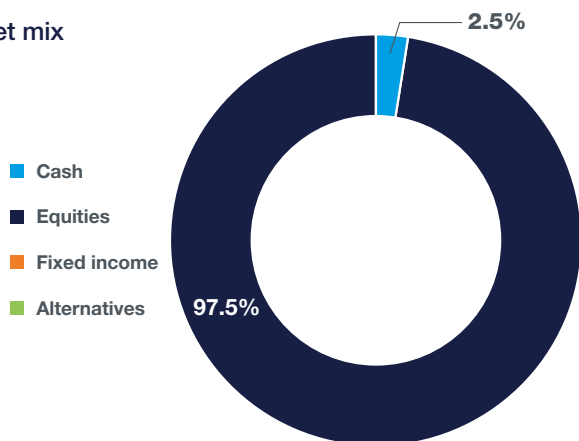
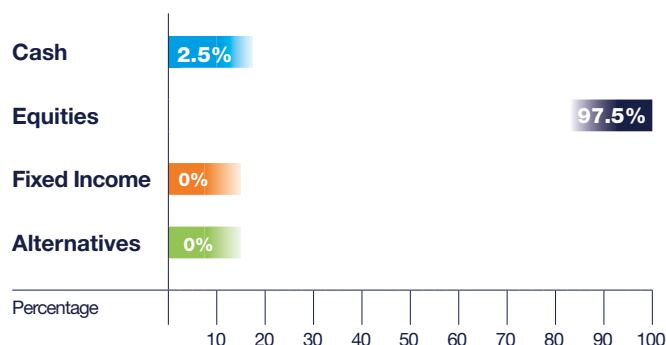
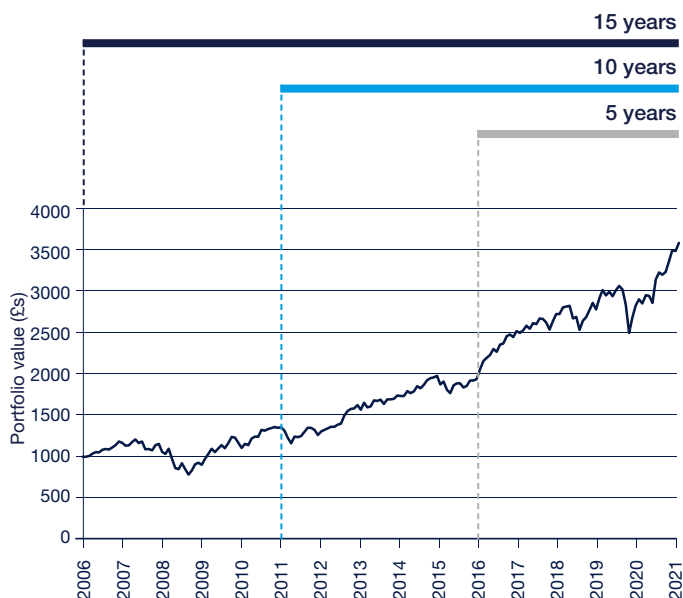
Please see the Important information on page 2

LOWER RISK

HIGHER RISK

RISK CATEGORY 8**Brewin Risk Measure 18% - 23%**

You are looking to maximise your investment returns by having a portfolio invested almost entirely in equities. Significant levels of volatility and more frequent changes in the value of the investments can be expected, but you are willing to accept these risks to achieve your investment goals.

Asset mix**Asset mix range****Performance for this asset mix over the last 15 years**

For more information about our performance benchmarks, please refer to the section entitled 'Our performance benchmarks' on page 14.

Source: Brewin Dolphin Limited, Datastream from 30 June 2006 to 30 June 2021

Historic asset mix characteristics for the past 15 years

Average total return per year	8.9%
Average capital return per year	5.9%
Average yield	2.8%
Gain over the period*	257.0%
Largest fall in value during the period*	35.0%
Longest time to recover (months)*	29

Historic asset mix characteristics for the past 10 years

Average total return per year	10.2%
Average capital return per year	7.2%
Average yield	2.8%
Gain over the period*	163.2%
Largest fall in value during the period*	18.5%
Longest time to recover (months)*	15

Historic asset mix characteristics for the past 5 years

Average total return per year	11.7%
Average capital return per year	8.7%
Average yield	2.8%
Gain over the period*	73.5%
Largest fall in value during the period*	18.5%
Longest time to recover (months)*	11

* Based on total return

Please see the Important information on page 2

Our performance benchmarks

Each investment mandate has its own performance benchmark (a yardstick to measure the performance of a portfolio) which we construct from a combination of market indices which represent the asset classes that make up each mandate (Equities, Fixed Income, Alternatives and Cash). For example, for Equities we use two indices – the FTSE All Share for UK equities and the FTSE All World ex UK for overseas equities.

The weighting of each of the individual indices in the overall benchmark for each Risk Category will depend on the asset mix

for that particular Risk Category. For example, for Risk Category 6, the asset mix includes 68.5% in Equities, broken down into 24.0% in UK equities and 44.5% in overseas equities. This means that 68.5% of the benchmark will be made up of equity indices – 24.0% in the FTSE All Share for the UK equity component and 44.5% in the FTSE All World ex UK for the overseas equity component. Please see the table below for details of the individual indices for each asset class (on the right hand side of the table) and their weightings in the bespoke benchmark for each Risk Category.

Please note that the benchmark composition numbers in the table below are based on the strategic asset allocations for each Risk Category and that the benchmark for the portfolio may be tailored to meet its individual needs.

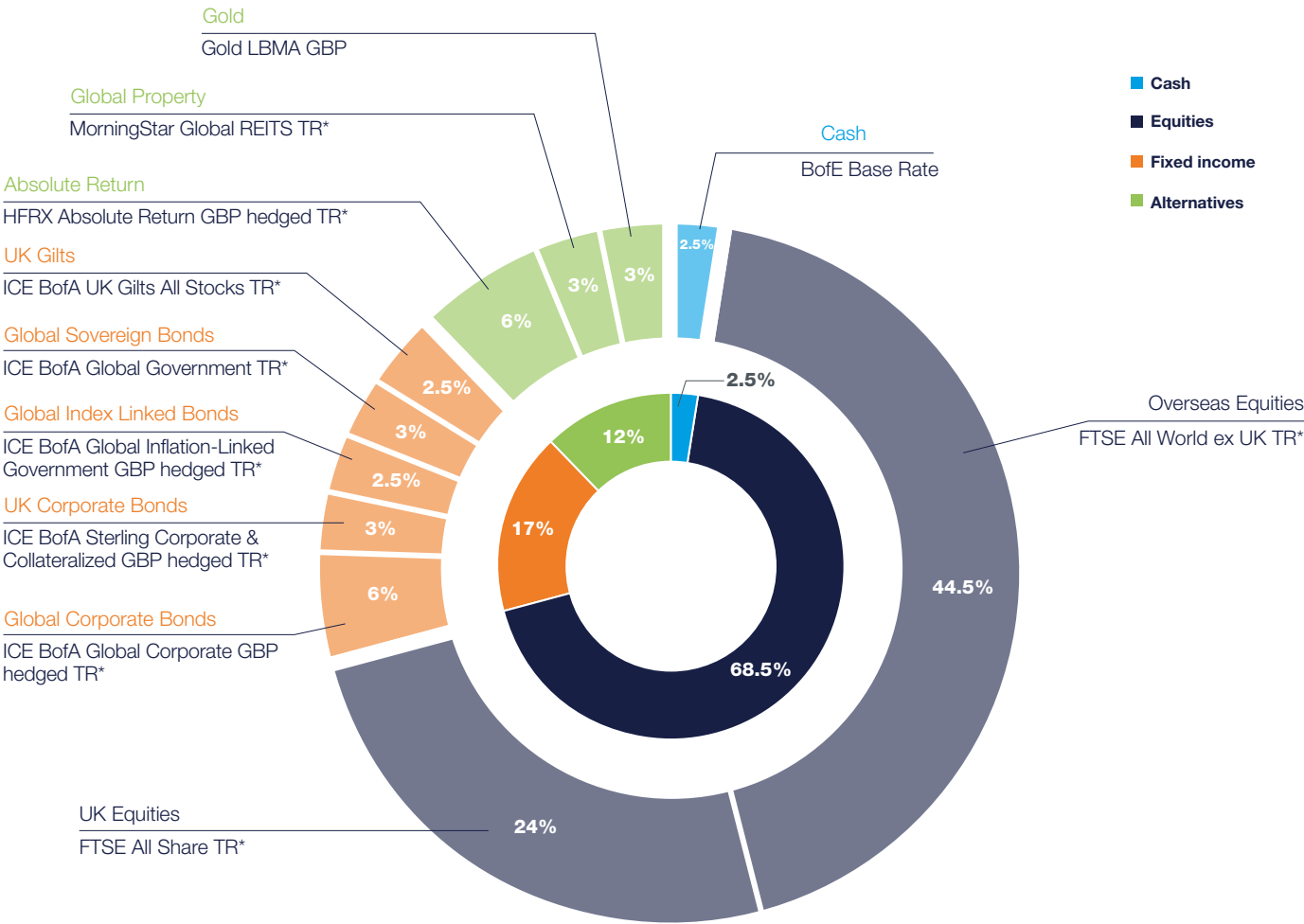
Composition of benchmarks for each Risk Category

Asset class	Sub asset class	Risk Category 3	Risk Category 4	Risk Category 5	Risk Category 6	Risk Category 7	Risk Category 8	Index
Cash	Cash	7.50%	5.00%	2.50%	2.50%	2.50%	2.50%	BofE Base Rate
Equities	UK Equities	6.50%	12.50%	18.50%	24.00%	29.00%	34.00%	FTSE All Share TR*
	Overseas Equities	12.00%	23.50%	34.00%	44.50%	54.00%	63.50%	FTSE All World ex UK TR*
Fixed Income	UK Gilts	7.50%	5.50%	4.00%	2.50%	1.00%	0.00%	ICE BofA UK Gilts All Stocks TR*
	Global Sovereign Bonds	8.50%	5.00%	5.00%	3.00%	2.00%	0.00%	ICE BofA Global Government TR*
	Global Index Linked Bonds	5.00%	5.00%	2.50%	2.50%	0.00%	0.00%	ICE BofA Global Inflation-Linked Government GBP hedged TR*
	UK Corporate Bonds	8.00%	6.50%	5.00%	3.00%	1.00%	0.00%	ICE BofA Sterling Corporate & Collateralized GBP hedged TR*
	Global Corporate Bonds	15.00%	11.00%	8.50%	6.00%	2.50%	0.00%	ICE BofA Global Corporate GBP hedged TR*
Alternatives	Absolute Return	15.00%	13.00%	10.00%	6.00%	4.00%	0.00%	HFRX Absolute Return GBP hedged TR*
	Global Property	7.50%	6.50%	5.00%	3.00%	2.00%	0.00%	MorningStar Global REITS TR*
	Gold	7.50%	6.50%	5.00%	3.00%	2.00%	0.00%	Gold LBMA GBP

*TR – Total Return is the return an investor receives when income is reinvested

Jones, Shania
11/26/2021 11:00:27

Example composite of benchmark for Risk Category 6



*TR – Total Return is the return an investor receives when income is reinvested

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Appendix

A description of assets and a guide to their risks

Most of the solutions we offer involve some form of investment risk and you should be aware that the value of investments and any income from them can fall and you may get back less than the amount invested.

Our services provide exposure to financial assets – such as equities and bonds – all of which are subject to some form of investment risk. It is important to understand that the level of return you can expect from an investment that is made is related to the amount and type of risk for that investment.

Below we discuss in detail the many types of risk that can impact upon the performance of an investment. First, we will look at the broad categories of investment risk and second at the different types of investment asset and the specific risks that apply to each.

Please note that this does not necessarily mean that the portfolio(s) will contain these types of investment directly.

Types of investment risk

Volatility risk

'Volatility' is a measure of the relative rate at which the price of a particular investment moves up and down. If the price of an investment moves up and down rapidly over short time periods it can be described as having high volatility. If the price changes relatively infrequently, it can be described as having low volatility.

The movements in price of an investment could be caused by events in the domestic or global economy, changes in interest rates or currency exchange rates, general political factors or company or investment-specific factors. Some investments are more volatile than others – for example, equities would generally be more volatile than government bonds, and cash would be the least volatile.

However, it is important to understand that there is a 'trade-off' between the level of volatility you are prepared to accept and the return you can expect to achieve from an investment. As a general rule, the higher the volatility of an asset, there is not only the greater potential for positive returns but also the greater potential for losses. This is often referred to as the trade-off between risk and reward. Overall, it is important to remember that investments and the income from them may go down and you may get back less than the amount invested.

Inflation risk

If you are investing over a long period of time, you need to be aware of the long-term impact of inflation. Inflation erodes the 'purchasing power' of assets – i.e. it reduces how much they will be able to buy at future price levels. Of course, inflation risk can have an impact on all types of investment but some types are more at risk than others. For example, cash is among the asset classes most vulnerable to inflation risk. If the interest rate payable on a cash deposit in a bank or building society is consistently below the rate of inflation over time, then the 'real' value (after inflation) of that cash will be eroded. This is particularly relevant to the market conditions we have experienced in the last few years, where interest rates available on deposit accounts have been generally lower than the prevailing level of inflation for some time.

Currency risk

This form of risk relates to all investments denominated in foreign currency, for example US government bonds or Continental European company shares. These assets will generally be priced in the currency of the country of origin – US government bonds will generally be denominated in US dollars and Continental European company shares will generally be priced in euros. UK investors – whose investment portfolios will usually be priced in sterling – therefore need to be aware that the value of the foreign assets that they own will depend not only on the price movements of the assets themselves in the local foreign currency but also on the movements of the exchange rate of the currencies against sterling. This can mean that investments denominated in foreign currency can be more volatile than those denominated in sterling. Movements in exchange rates may cause the value of an investment to fluctuate either in a favourable or unfavourable manner and also independently of the value of the underlying asset.

Liquidity risk

The investment term 'liquidity' essentially means the ease with which an investment can be bought and sold. For example, the shares of large companies in developed countries such as the UK have a relatively high level of liquidity – there are typically a large number of buyers and sellers in these markets and these shares can usually be bought and sold readily. They can therefore be said to have a low level of liquidity risk – should you want to 'cash in' the investment held in the shares of a large UK company you will generally be able to do so easily and relatively quickly. On the other hand, there are a number of assets which can be described as having a relatively high level of liquidity risk. These could include the shares of very small, relatively unknown companies where there is a narrow market for the shares (i.e. a relatively small number of potential buyers and sellers) and they are therefore infrequently traded. An investor who owns such 'illiquid' shares and wants to sell them may find that it takes a considerable amount of time to find a buyer, or that they will need to reduce the price they are prepared to sell the shares for in order to sell them quickly. It is this latter point particularly that you should be aware of when considering investing in relatively illiquid assets – it can sometimes prove difficult to sell these investments in a timely way and there may be a significant risk of capital loss. In extreme cases an investment may become 'non-readily realisable'. In this case the investment may not be easily tradable, and it may be difficult to obtain any reliable independent information about the value and risks associated with such an investment.

Leverage/gearing risk

Collective funds (such as investment trusts) and companies may make use of borrowing in order to enhance returns. This is known as leverage or gearing and increases both the volatility and the risk level of an investment. It applies if a company has borrowed

significant amounts of money, or if an investment vehicle (such as an investment trust) otherwise allows an investor to gain much greater exposure to an asset than is paid for at the point of sale (i.e. money is borrowed to obtain the increased exposure to that asset). It also applies if an investor borrows money for the specific purpose of investing.

The impact of leverage can mean that movements in the price of an investment lead to much greater volatility in the value of the leveraged position, and this could lead to sudden and large rises and falls in value. The impact of interest costs from borrowing may also lead to an increase in any rate of return required to break even while there is also a risk that the investor may receive nothing back once the leverage is repaid if there are significantly large falls in the value of the investment.

Stabilisation

This activity enables the market price of a security to be maintained artificially during the period when a new issue of securities is sold to the public. Stabilisation may affect not only the price of the new issue but also the price of other securities relating to it. Stabilisation can help to counter the fact that, when a new issue comes onto the market for the first time, the price can sometimes drop for a time before buyers are found due to the excess supply of shares. Stabilisation is carried out by a 'stabilisation manager' (normally the firm chiefly responsible for bringing a new issue to market). As long as the stabilisation managers follow a strict set of rules, they are entitled to buy back securities that were previously sold to investors or allotted to institutions which have decided not to keep them. The effect of this may be to keep the price at a higher level than it would otherwise have been during the period of stabilisation.

Settlement risk

This is the risk that one counterparty to a transaction does not deliver a security or its value in cash as agreed when the security was traded after the counterparty has delivered either the cash or security as per the trade agreement.

Legal risk

We instruct various agents and third parties to provide us with a service or product to enable us to administer your account such as a market counterparty to buy or sell a stock in the market. Another example is client money held by a bank instructed by us. We take great care in selecting reputable agents and third parties, however, should they default or be unable to perform their obligations by reason of any cause beyond our control, this may mean that you will bear the loss of the default to your account or change to our service. Your investments will be pooled with investments owned by other clients, therefore your individual investments are not separately identifiable. Stocks are regularly reconciled but in the unlikely event that there is an irreconcilable shortfall, you may not receive your full entitlement and share in the shortfall in proportion to your holding. The majority of our clients' pooled investments in the UK are held by one of our wholly-owned nominee companies for which we would be responsible if it acted wrongly.

There is an additional risk of investing in overseas stocks as they are held by an overseas custodian or sub-custodian which may be pooled and subject to different rules and laws governing investment. We take care in appointing the custodian and perform periodic reviews on the custodian but should it become insolvent, this may cause delay in settling a transaction or transferring investments or worse, a loss to your investment. Unless we have been negligent in appointing the custodian, we will not be responsible for the custodian's insolvency.

Investment-specific risks

In the following, we look at the various asset classes and the investment risks that are specific to each.

Equities

Company shares – attributes

Equities or company shares – and collective funds that invest in them – are commonly used by investors seeking longer-term capital growth.

- Each company share represents a stake in the ownership of that firm. In most cases, the company will be listed on a stock exchange (such as the London Stock Exchange)
- Most large company shares can be readily bought and sold under most market conditions. They entitle the shareholder to the payment of dividends – a regular payment made out of the company's profits
- Although a company is not obliged to pay a dividend its management can be held accountable by shareholders if they do not provide a reasonable return
- Over the longer term company shares have historically provided a reasonable return together with a degree of inflation protection. Although past performance is not a guide to future performance.

Specific risks

- Returns on company shares cannot be guaranteed. The price of a company's shares can go up and down and you may get back less than you originally invested
- The price variability of international shares denominated in a currency other than sterling may be higher or lower than that of UK shares once foreign currency exchange rates are taken into account
- As ownership of an equity represents a direct stake in the company concerned this will give you full exposure to the economic risks faced by the company and its value can therefore fall as well as rise. The price volatility of equity markets can change quickly and cannot be assumed to follow historic trends
- In times of particularly difficult market conditions, there is the potential to suffer irrecoverable capital losses. In the worst case, a company could fail and, if this happens, its equity can become worthless.

Examples of typical company characteristics which could mean a heightened level of equity investment risk are:

- The company's market value is relatively low (otherwise known as the 'market capitalisation')
- The products that the company offers are undiversified (i.e. it relies on one or a few product lines or services for the bulk of its profits) or the company relies on a single market as a major source of income
- A significant reliance on borrowing as a source of finance
- A significant level of up-front fixed costs to pay (for example, payments for the leasing of business premises) which are not directly related to the company's level of production
- Major income sources which are seasonal or 'cyclical' (i.e. they vary according to prevailing economic conditions) in nature
- Companies trading primarily in developing countries, particularly during poor market conditions, or in countries where legal property rights may be difficult to enforce.

Most shares that we would buy for you can be readily bought and sold under most market conditions, although this might not always be the case with shares from some very small companies. The shares of some smaller companies may trade in very low volumes, and an investment in these kinds of shares will usually involve a proportionately large difference between the market buying and selling price. This could mean that a purchase of shares of this kind followed by an immediate sale may lead to a significant loss. Some smaller companies may not be subject to the rules of a listing authority (for example, the London Stock Exchange). Such companies are likely to be higher-risk ventures and may have an unproven trading history or management team. These shares may not be readily sold, and it could be difficult to value them independently as they are not easily tradable.

Overall, the risks involved in investing in company shares can often be managed by using collective funds (such as unit trusts and investment trusts) which have a diversified portfolio of holdings or by investing directly in a wide range of shares which give exposure to a variety of industries, countries and currencies.

Collective investment schemes – attributes

A collective investment scheme is a form of investment fund that enables a number of investors to 'pool' their assets and invest in a professionally managed portfolio of investments – typically company shares and fixed income investments.

- Collective funds are an easy way for investors to obtain diversity in a portfolio or exposure to a particular sector
- A reduction in risk is achieved because the wide range of investments in a collective investment scheme reduces the effect that any one investment can have on the overall performance of the portfolio
- By pooling the assets of many investors, collective funds offer 'economies of scale'. The collective fund will buy and sell investments in large amounts and the costs of this will be shared by all of the investors in the fund. The costs of investing would therefore usually be lower for each individual investor than if they were investing privately
- Investors may benefit from the skills, experience and resources a professional management company can offer
- Collective investments may be more expensive due to additional fund management fees.

Specific risks

- The price of a collective investment scheme is determined by the price of the underlying assets of the fund. Therefore the price of a fund may rise or fall in line with the underlying rise or fall of underlying asset values
- Returns on company shares, and therefore the investment funds that invest in them, are not guaranteed
- As with company shares, in times of particularly difficult market conditions, there is the potential to suffer irrecoverable capital losses
- Some collective investments may be in unquoted investments or property and therefore potentially higher risk and illiquid and therefore not easily realisable
- There may be exposure to foreign currency fluctuations which could amplify losses that may be incurred on typical investments.

As the underlying components of collective investment schemes are chiefly company shares and fixed income investments, please see these sections for fuller explanations of their attributes and the associated risks to which you may be exposed.

Investment trusts – attributes

Investment trusts (specialist companies set up for the purpose of investment that are listed on a stock exchange) are a type of collective fund – an equity investment that pools money from many different investors.

- Investment trusts are known as 'closed ended' – that is, they have a set number of shares that can be traded on a stock exchange (although investment trusts do occasionally issue more shares or buy some of their shares back)
- The share price of an investment trust is determined by supply and demand for the shares and can be higher or lower than the value per share of the underlying assets (this is called the 'net asset value' or NAV). When the share price is higher than the NAV, the investment trust will be trading at a 'premium' but when the share price is lower than the NAV it will be trading at a discount. The concept of investment trust discounts and premiums is a key risk for investors to be aware of – it is important that you refer to the specific risks set out below for further information
- Investment trusts can make use of borrowing in order to enhance returns (known as 'leverage' or 'gearing') or may invest in other companies that may use gearing.

Specific risks

- While gearing can potentially produce stronger investment returns if used successfully it also increases both the volatility (a measure of the relative rate at which the price of a particular investment moves up and down) and the overall risk level of an investment in investment trust shares
- As a result, movements in the value of the leveraged position (the investments purchased using the borrowed funds) may be more volatile than the movements in the price of the underlying investment. The value of the leveraged position may be subject to sudden and large falls in value and you may get back nothing at all if the fall in value is sufficiently large
- Investing in the shares of an investment trust is subject to similar risks to investing in company shares, although the share price can also be impacted by the performance of the underlying investments
- While the share price of an investment trust may be influenced by the performance of the underlying investments and thus the NAV, there is no guarantee that a discount will close or that an investment trust will move to a premium even if the underlying investments are performing well.

Structured products – attributes

A structured product is the generic term for manufactured investment products used by investors to provide exposure to a wide range of underlying asset classes (for example, equities).

- Generally they have a limited lifespan and a maturity date
- An investor in structured products should be aware of both the nature of the underlying assets and the extent of the exposure to those assets. In some cases, structured products may offer a high income or a high level of access to the capital growth of the underlying assets

- Structured products are generally issued by investment banks. The solvency of these institutions is crucial for not only the investment return but also for the ability of investors to buy and sell structured products (i.e. their 'liquidity')
- The level of income and/or capital growth provided by a structured product is usually linked in some way to the performance of a specified underlying asset class. Some structured products aim to at least return the initial capital invested at the end of the term
- Structured products can also come in the form of credit-linked notes, where product performance is linked to a fixed income index or a particular bond. This type of product is more likely to behave like an ordinary bond that pays a regular coupon and so should be categorised in the fixed income asset class. However, structured product returns are never guaranteed
- The investment return (i.e. the level of income and/or capital growth) is usually linked in some way to the performance of the relevant underlying assets
- Structured products can be complex – supported by our Research Team, we will examine closely the precise details of an individual product before investing.
- It is important to be aware that the product terms for a structured product will only apply to investors who invest at launch and who hold the product until final maturity. Early redemption or purchase after launch could result in a capital loss, even where the product aims to return the amount purchased. These products may also not be readily realisable, which means that it may be difficult to sell a product of this type
- Investors should only invest in structured capital at risk products if they are prepared to accept the risk of sustaining a total or substantial loss of the money they have invested, plus any commission or other transaction charges. Furthermore, some structured products may not be covered by the Financial Services Compensation Scheme or the Financial Ombudsman Service
- The payoff of a structured product can be linked to the performance of any asset class such as equities, fixed income or commodities. The type of asset will largely determine the risk/return profile of the structure. If the product performance is linked to an equity index such as the FTSE 100 then the structure will exhibit equity-like risk-return characteristics and so it should be allocated to the equity asset class. Some structured products with partial capital protection may be linked to more than one asset class at the same time. An example of this would be a 'geared supertracker' where the product performance is linked to the gold price while the capital protection is linked to an equity index.

Specific risks

- You should be aware that the return of capital invested at the end of the investment period is not guaranteed, and therefore you may get back less than was originally invested
- Structured products can expose you to a range of different investment risks. We will monitor these risks and associated risks on an ongoing basis. This is crucial as the risk of structured products evolves as time passes
- Structured capital-at-risk products (known as SCARPs) aim to return the original money invested at the end of the term unless the index or asset price to which the product is linked has fallen below a predetermined threshold. If this happens you can quickly lose all or part of the original capital invested
- Prices can fluctuate below the level at which originally invested, due to market forces such as interest rates. If the product is sold before its maturity date the return may be less than invested, irrespective of the performance of the underlying asset
- Structured products will not necessarily outperform the underlying asset to which they are linked
- In a similar way to bonds and debt instruments, most structured product strategies are exposed to the credit risk of the product issuer, meaning that investments could be entirely lost if the issuer is not able to repay the sums due under the terms of the product
- Structured products generally include leverage (i.e. borrowing), and their value can be subject to sudden and large falls if conditions arise which mean that the product is unable to repay the full amount invested
- Investors should review detailed product information and other literature carefully for details of any factors which might impact how the payout from a structured product may change under different economic or market conditions. In particular, where a product aims to repay the amount invested, which is subject to certain conditions being met, the value of an investment will be exposed to the full risk of the underlying assets if these conditions are not met

Fixed income bonds and bond funds – attributes

A fixed income investment is a security that pays a known return, often with lower risk than equities. Bonds are the most common form of fixed income security – these are loans mainly issued by governments, companies or other organisations.

- The bond issuer promises to repay the amount borrowed at the end of the bond's life and also promises to make predetermined interest payments during the life of the bond
- There are various types, ranging from bonds issued by robust governments/countries, where the risk that an investor will not be repaid tends to be very low, to corporate bonds (bonds issued by companies) where the risk is generally higher
- Government bonds can generally be bought and sold easily while corporate bonds vary more in terms of the ease with which they can be traded
- The price of bonds often moves inversely to changes in cash interest rates.

Specific risks

- Bonds issued by major governments (e.g. UK government bonds, often referred to as 'gilts') or supranational bodies (for example, the European Investment Bank) tend to be lower-risk investments
- The risks of other types of bonds (such as those issued by developing countries or individual companies) can vary greatly
- For example, if an issuer is in financial difficulty, there is an increased risk that they may be unable to meet the payments to bondholders that they are due to make. In this event, little or no capital may be recovered and any amounts repaid may take a significant amount of time to obtain
- The payments received from bonds are typically fixed (hence the term 'Fixed Income') which means that inflation can erode their 'real' value to some extent.

The value of bonds can generally be expected to be more stable than that of company shares. However, in some circumstances the value of most bonds can also be volatile and prices can go up or down. The factors which are likely to have an impact on the value of a bond are:

- The financial position of the bond issuer
- Changes to market interest rate expectations
- The bond issuer's credit rating (which reflects their ability to repay the amounts payable when they fall due)
- The amount of interest payable (otherwise known as the 'coupon')
- The length of time until the debt falls due for repayment
- Where the bond ranks in terms of the issuer's other liabilities (referred to as the 'seniority'), and the quality of any security available. Should a company be wound up, bonds rank above equities in terms of claims on the company's assets and are therefore less risky.

Government bond investments can generally be sold easily to release funds if required. Corporate bond investments (loans to companies) vary more in terms of the ease with which they can be bought or sold. Holding bonds in an investment portfolio can partially reduce the level of risk in a portfolio as bonds often make gains when company share prices fall. However, the price of bonds often moves inversely to changes in cash interest rates.

Cash – attributes

The main form of cash for investment purposes is savings or deposit accounts which generally (but not always) pay interest on the amount deposited.

- Our investment managers will generally hold a certain amount of cash in a portfolio to enable them to take advantage of investment opportunities as and when they arise
- Cash is also used to reduce the volatility of a portfolio and this can be of particular use in terms of helping to protect its value during periods of falling markets.

Specific risks

- Broadly speaking, cash has virtually no short-term risk of capital loss (other than due to a default by the institution taking the cash deposit) and can be readily accessed (e.g. an instant access deposit account will allow you to withdraw cash whenever you want to)
- However, cash frequently provides a return that is below the prevailing rate of inflation – particularly in recent years as interest rates have been at historically low levels – meaning that the 'real' value, i.e. buying power, of cash is eroded over time.

Alternative investments

'Alternative investments' are a range of assets which have different characteristics from equities, bonds and cash and may be used by our investment managers for diversification and risk management purposes. Diversifying through alternative investments may be used to further mitigate against the investment risks within a portfolio.

These investments may involve unique or unusual risks as a result of providing alternative sources of return for a portfolio. It is important that investors understand the properties of the particular type of assets they are planning to use before making such an investment. Many alternative investments are structured as unregulated funds. This

means that standards of operation, administration and management are determined privately by the operator of the fund, rather than being driven by regulation. It is important to understand that it may be difficult to sell an investment of this type, or to obtain an independently determined fair valuation for a holding in this kind of investment.

In addition, investors may not be protected by financial regulations or compensation schemes in the event that a company operating an alternative investment scheme acts unlawfully and causes a loss to investors when managing fund assets. Such risks can be mitigated by conducting thorough research prior to investment, or through investment via a professionally managed fund of funds.

You should only invest in these products if you are prepared to sustain a total or substantial loss of the money invested, plus any commission or other transaction charges. The term 'alternative investments' covers a very wide range of investment products – the attributes and risks specific to the most widely used categories of these products are set out here.

Absolute Return – attributes

Absolute Return funds aim to deliver positive returns in any market condition, but returns are not guaranteed. Absolute Return is a very broad category that encompasses most asset classes and investment techniques.

- An Absolute Return fund may invest in any asset class such as equities, bonds, currencies, commodities or derivatives
- Absolute Return funds employ various investment strategies, many of which are similar to the strategies employed by hedge funds. Below are some examples:
 - Short selling – selling securities and buying them back at a later date if a security price is expected to fall
 - Relative value trades – selling one security whilst simultaneously buying another one with similar characteristics
 - Trend/Momentum trades – buying or selling securities based on their recent performance
 - Curve/Duration trades – buying or selling bonds with different maturities according to portfolio managers' interest rate expectations
- Absolute Return funds can be complex – supported by our Research Team, we will examine the details of individual funds to try and reduce the risk of investing.

Specific risks

- Although Absolute Return funds aim to achieve positive returns, this objective is not guaranteed
- Absolute Return funds often invest in derivatives which can have additional risks associated with them
- Selling assets ('going short') exposes the investors to a higher level of risk than buying securities. This is because the losses are potentially unlimited as the price of sold securities can go up perpetually. Additionally there is a regulatory risk, e.g. the Financial Conduct Authority (FCA) may place a ban on short sales
- Absolute Return funds may employ leverage either through borrowing or through derivative positions. Whilst it can enhance the potential returns it also exaggerates potential losses
- Often Absolute Return funds take positions in exotic or thinly traded assets to earn extra returns from holding illiquid assets.

Property – attributes

The main type of property that is typically purchased for investment portfolios is commercial property – this encompasses shops, offices and other types of business premises and is usually acquired via units in a property fund.

- Investment in commercial property entitles the holder to rents paid by the tenant as well as the disposal proceeds if property is sold
- Over longer periods the capital growth and income returns it can generate have historically provided a level of protection against inflation. Although past performance is not a guide to future performance.

Specific risks

- The rental income from and value of a given property will be impacted by demand, although it is important to emphasise that property can be difficult to value independently. There is no guarantee that the underlying properties invested in by a property fund will remain occupied and they may incur significant maintenance or restoration costs which could impact on the returns available. All property is subject to local risks which may be unique in nature and may be caused by factors such as prevailing legal, economic, environmental or political circumstances
- One of the key risks of investing in property is that it is the least 'liquid' of the main asset types – that is to say the relatively long time it can take to buy and sell property means that direct investment in this asset class will generally not offer quick access to your money if you want to sell. In weak market conditions it may prove more difficult to sell a property
- Our investment managers use specialist property collective investment schemes (funds) such as Real Estate Investment Trusts (REITs) or Property Authorised Investment Funds (PAIFs) that invest in property, meaning they can usually sell holdings on any working day. However, there have historically been a few examples of funds having to suspend investors' rights to withdraw money, sometimes for a substantial period of time, in order to balance the interests of investors exiting a property fund with those staying in the fund
- These delays can be up to six months in duration in the case of funds which invest directly or indirectly in buildings or land
- Investment in property development funds carries additional risks related to the successful completion of the development project both on time and according to budget. Even if a project is successfully completed, there is no guarantee that properties will either be sold or become occupied with tenants at the intended price or within the intended timeframe
- Commercial property is also subject to risks related to the type of use associated with the property, and the prosperity of the local or national economy relevant to the tenants and their business. Returns available from property funds may also be affected by leverage where borrowing is used to finance either construction or purchase.

Hedge funds – attributes

Hedge funds are pooled investments which, in contrast to conventional collective funds, will use a wide variety of different trading strategies in order to produce returns.

- One example of this is 'short selling' – an investment technique that enables a fund to potentially benefit from falling share prices
- The type of strategies and investments used by a hedge fund will be a key determinant of how risky the investment will be
- Our investment managers may use absolute return funds and funds of hedge funds in client portfolios (these offer diversified exposure to a range of types of hedge fund and are managed by specialists dedicated to hedge fund analysis).

Specific risks

- Strategies may range from lower-risk funds which aim to deliver a positive return regardless of market conditions (known as 'absolute return funds') to high-risk or speculative funds which make use of borrowing (or 'leverage') in an attempt to maximise returns
- While this borrowing will serve to magnify positive returns it will also make losses larger than they would have been had the borrowed money not been invested
- Investments made by hedge funds may also be narrowly based around a specific type of asset or trading strategy and the returns experienced by investors in these funds may be adversely affected by very specific market or industry circumstances. It is therefore important to understand the type of strategy and investment to be used
- Potential for high volatility
- Returns on hedge funds are not guaranteed, you may get back less than you invested.

Infrastructure – attributes

The term infrastructure refers to investment in vital economic assets including roads, railways, airports, oil and gas storage and transportation facilities, marine ports and electricity and water utilities.

- Investing in infrastructure offers the potential for capital growth as well as a degree of protection from inflation – broadly speaking, infrastructure investments tend to generate relatively stable levels of income (although this cannot be guaranteed).

Specific risks

- A key risk to investing in this sector is that companies involved in infrastructure-related industries are subject to environmental considerations and government regulation, which may impact on returns to investors.

Commodities-linked products – attributes

This broad term refers to natural resources that are either mined, extracted or harvested. Commodities encompass energy (i.e. oil, coal and natural gas), 'soft' commodities (i.e. agricultural goods such as coffee and wheat), 'hard' commodities (i.e. industrial metals such as copper and tin) and precious metals such as gold.

- A key reason for investing in commodities is that it can offer some protection from inflation. Virtually everything that is produced, bought and sold makes either a direct or indirect use of commodities of one form or another so a general rise in prices is likely to be associated with a rise in the price of at least some key commodities. Therefore, getting exposure to commodities should in theory help to maintain the purchasing power of an investment portfolio

- Investment in commodities (including precious metals) is often achieved either via a structured product based on a commodities index or basket of different commodities, or by using a commodity derivative (a financial contract which derives its value from the performance of an underlying asset or market index), or by the use of an Exchange-Traded Fund (ETF) which aims to track the price of the commodity itself
- Precious metals have their own distinct characteristics and a key reason for using these in a portfolio (indirectly through an ETF) is that their value is generally not connected to the performance of the other more mainstream asset classes such as company shares or bonds
- In particular, gold and other precious metals are seen as more likely to hold or even increase their value during times of severe economic and social turbulence as theoretically investors will flock to them as 'safe havens' and this has proved to be the case on a number of occasions in history.
- A further risk is that as private companies do not have to meet the requirements of a company that lists on a stock exchange, there is a risk of a lower level of scrutiny of the management of these companies. As a result, the management may be less accountable to shareholders for decisions that they make than the management teams of public companies
- One of the features of private equity fund investment is a concept called 'capital commitment'. This is an agreement between an investor and a private equity fund under which the investor is obliged to contribute money to the fund. The investor may pay all of the committed capital at one time or over a period of time (known as the 'capital commitment period'). Investors must therefore be capable of making payments to satisfy the requests for capital made throughout the commitment period
- Private equity investment may involve a focused portfolio of investments, which could lead to exposure to undiversified underlying assets. It may also involve the use of significant leverage or borrowing, which amplifies potential risks

Specific risks

- A key risk to be aware of is that commodity prices can be extremely volatile – that is the price can change dramatically from month to month or over very short time periods
- They can also be very difficult to predict – commodities may be affected by a variety of political, economic, environmental and seasonal factors which impact on the demand for or the available supply of the given commodity. For example, the prices of agricultural goods will be impacted if severe weather events affect crop yields, while the price of oil has historically been strongly linked to global political events such as tensions in the Middle East.

Private Equity – attributes

This term refers to investment in companies that are not traded on a public stock exchange (for example, the London Stock Exchange), but can offer access to strong growth potential.

- These companies raise finance privately and are not subject to the stringent requirements faced by companies that do list on a stock exchange
- The type of unlisted companies that a private equity fund may invest in could range from small start-up companies to larger firms with a long and established trading history
- By definition private equity is not dealt on public stock exchanges and is therefore generally difficult to trade in. Our investment managers tend to access private equity through collective investments which are usually dealt on a daily basis.

Specific risks

- As private equity investments are not traded on public stock exchanges, there is a risk that they may prove difficult to sell as it may take time to find a buyer – i.e. they can be significantly less 'liquid' than other investments
- This may also affect the price at which the investment can be sold (i.e. you may have to accept a price that is lower than fair value in order to achieve a sale)

- Payments to investors from private equity funds are generally made in cash. However, if a fund is unable to sell its interest in a private company, it may instead distribute holdings in these companies to investors in the fund.

Overall, it is important that you are familiar with the terms of, and risks associated with, any private equity fund that you invest in.

Other investment products and their risks

Derivatives for hedging and income enhancement – attributes

In some circumstances, derivatives (securities whose price is dependent upon or derived from one or more underlying assets – the derivative itself is a contract between two or more parties) may be used to offset certain risks that may exist in a portfolio. This is known as 'hedging'.

- For instance, a holding in a foreign company exposes an investor to the movements of the currency that the company is denominated in, as well as the economic risks of the company. It is possible to offset some of the currency risk by purchasing an appropriate derivative contract
- Similarly, derivative contracts which aim to cover risks associated with interest rate movements, company defaults or falls in equity values can also be purchased.

Specific risks

- The cost of the derivative contract may lower the returns that a portfolio might have otherwise earned if the risk was left 'unhedged'
- The derivative contract may not perfectly offset the risk that it is intended to offset
- The counterparty which issues the derivative may default and not be able to honour the contract
- The price of a derivative can move independently of underlying assets
- The use of derivatives may amplify losses.

In some instances derivatives may be used to enhance the income of a portfolio and the same risks are applicable.

Exchange Traded Funds (ETFs) and Exchange Traded Notes (ETNs) – attributes

ETFs and ETNs are exchange traded funds which try to match a specified benchmark index. There are a number of different structures that are used to create these funds.

Specific risks

- The risks that an investor is exposed to depend partly on the structure of the fund and partly on the index that the fund is designed to track
- If the benchmark index is an equity index then an investor is exposed to the same risks as those for equity funds. Similarly, if the benchmark index is a bond index then an investor is exposed to the same risks as those for bond funds
- The benchmark index could instead be related to commodities or some other index which may have its own idiosyncratic risks
- Further to the risks inherent in the benchmark, the structure of the ETF or ETN may give rise to the following risks:
 - A fund may not fully replicate the benchmark index and may therefore not produce the intended results
 - The fund may engage in securities lending. Securities lending involves the risk that the fund may lose money because the borrower of the loaned securities fails to return them in a timely manner or at all
 - Where a fund uses derivatives to recreate the benchmark index returns, there is a risk that the counterparty which issues the derivative may default and not be able to honour the contract.

Non-Mainstream Pooled Investments (NMPI) – attributes

Non Mainstream Pooled Investments (NMPIs) are pooled investments or funds, which are characterised by unusual, speculative or complex assets, product structures, investment strategies and/or terms and features.

- NMPIs are a particular type of pooled investment vehicle and are generally regarded as high-risk products that often invest in assets which are typically not traded in established markets and which are therefore difficult to value and may be highly illiquid
- The investments are often complex and difficult to understand and performance information may be unavailable or unreliable
- NMPIs may invest in one or more volatile assets, such as property, emerging market stocks, renewable energy or fine wine, and therefore the risk of an investor losing all or part of their money are much higher than other investment types
- A NMPI encompasses:
 - Units in an Unregulated Collective Investment Scheme (UCIS)
 - Units in a Qualified Investor Scheme (QIS)
 - Securities issued by special purpose vehicles (SPVs) (other than excluded securities)
 - Traded life policy investments (TLPIs); and Rights to or interests in investments in any of the above.

- NMPIs are unlikely to be suitable for the average or ordinary retail investor; they are more likely to be appropriate for professional or institutional investors and to those clients who are sophisticated investors, and have significant investment experience of investing in these types of investments, and understand all the associated risks
- While our investment managers may make occasional use of UCIS in client portfolios, these are not a core investment type.

Specific risks

- High risk and illiquid
- A client investing in a NMPI could lose some or all of their investment
- Unlike regulated CIS, NMPI may not be subject to investment and borrowing restrictions aimed at ensuring a prudent spread of risk, therefore the risk of a total or partial loss of capital is much higher. As a result they are generally considered to be a high-risk investment and you should always ensure that you understand the risks before investing
- You may not be covered by the Financial Ombudsman Service (FOS), should you have a complaint about the fund, or the Financial Services Compensation Scheme (FSCS) should you need to seek compensation
- Some investments do not have cancellation rights
- UCIS are not regulated by the UK (or other) authorities and therefore do not provide the same protections as regulated investment funds. Furthermore, their holdings are difficult to value because of the lack of market pricing.

Investment bond products – attributes

An investment bond is a medium to long-term investment contract which is issued by an insurance company.

- An investment will be subject to the ability of the insurance company to repay the sums owing to an investor when they fall due for payment
- This means that the creditworthiness of the insurance company is important, much in the same way as for any other bond
- Investment bond providers generally maintain a range of collective investment funds with different asset allocations and market exposure.

Specific risks

- In some cases, the returns available from an investment bond are linked directly to a specific pool of assets held by the insurance company
- In other cases, the returns could be linked more generally to the profits of the insurance company in general, which reduces the overall transparency of returns.

If you wish to invest in an investment bond, you will be presented with specific information about the type of contract, its terms, charges and more general information about the insurer and its financial strength. Please refer to this information for specific details about the policy and a more detailed description of the risks.

Warrants – attributes

A warrant is a security that entitles the holder to buy the underlying stock of the issuing company at a fixed exercise price until the expiry date.

- A relatively small movement in the price of the underlying security can result in a disproportionately large movement, unfavourable or favourable, in the price of the warrant
- Warrants may appear in clients' portfolios after the process of an initial public offering of an investment trust as they are often issued with ordinary shares at the same time
- It is however, unlikely that an investment manager would include warrants in a client's portfolio unless they have a particularly aggressive growth mandate.

Specific risks

- The price of warrants can be volatile
- It is essential for anyone who is considering purchasing warrants to understand that the right to subscribe which a warrant confers is invariably limited in time – should the investor fail to exercise this right within the predetermined time-scale then the investment becomes worthless.

Warrants are usually only appropriate for clients with the willingness and ability to take a high degree of risk with their investments – you should not buy a warrant unless you are prepared to sustain a total loss of the money you have invested plus any commission or transaction fees.

The value of investments and any income from them can fall and you may get back less than you invested.

No investment is suitable in all cases and if you have any doubts as to an investment's suitability then you should contact us.

If you invest in currencies other than your own, fluctuations in currency value will mean that the value of your investment will move independently of the underlying asset.

Please note that this document was prepared as a general guide only and does not constitute tax or legal advice. While we believe it to be correct at the time of writing, Brewin Dolphin is not a tax adviser and tax law is subject to frequent change.

Tax treatment depends on your individual circumstances; therefore you should not rely on this information without seeking professional advice from a qualified tax adviser.

Past performance is not an indication of future performance. In this document performance is quoted before fees, charges, levies and taxes and these may have the effect of reducing the illustrated performance. All performance shown is based upon any income generated being re-invested, except for the Average Capital Return and Average Yield figures.

The expected returns shown are based on our long-term forecasts, for a mix of assets similar to a portfolio suitable for an investor aligned to the Risk Category indicated.

The data in our sample charts is based on reasonable assumptions which are in turn based on objective data. There are no guarantees that these levels of performance will be achieved, in which case any returns will differ from those illustrated.

The range of Alternative assets that can be used in client portfolios has changed over the years and prior to June 2005, the historic performance of the Alternatives asset class was wholly based upon the Property index shown on page 14. From June 2005, the historic performance of the Alternatives asset class has been based upon both the Property and Targeted Absolute Return indices, as shown on page 14. This change represents the broader range of alternative investment options that have become available to investors over time.

Notes

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COVID response fund evaluation report

SURVEY RESPONSE

A set of 10 survey questions was sent to the COVID response fund recipients to gauge how the project has benefited staff and residents within Powys. The 10 questions were:

1. *What was your project?*
2. *Did you meet your intended deadline?*
3. *Who benefited from the project*
4. *Did the project fulfil its purpose?*
5. *Name three items that went well.*
6. *Name three items that did not go so well.*
7. *If you were to do this process again, name one thing that you would do differently.*
8. *Did you have to adapt your project at any time? If so, how did you adapt?*
9. *Did the PTHB Charity provide you with adequate support?*
10. *What could PTHB Charity do differently to provide more support to projects?*

The purpose of these questions was to understand what challenges these projects have faced and if the Charity would be able to support them better in the future.

KEY	
Completed	
Ongoing/has not yet been implemented	
Cancelled/withdrawn	
Waiting for a follow up	

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Occupational Therapy Kitchen

COMPLETED

This project benefited all patients on Felindre Ward, the funding helped to provide a new table and kitchen utensils. The project aimed to provide a better cooking environment for patients and the ability to cook within groups. The project did face issues regarding the ability to initially purchase all the items requested in their application. This was due to no stock and no delivery options.

The respondent explained that if they were to do this process again, they would check the Health Board's list of approved retailers. Additionally, they suggested that future support provided by the Charity could include a list of approved retailers.

FOLLOW-UP

A request for additional images to share has been sent.

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Games room, Felindre Ward

COMPLETED

This project benefited all patients on Felindre Ward. The funding helped to provide equipment and supplies for a host of new recreational activities on the ward, including board games, music and classes. This allowed for patients to be engaged with one another, relax and enjoy themselves, helping to provide a distraction.

The charity funded 3 puzzles, 4 board games, a games table (including table tennis bats) 4 headphone sets, 3 DVD collections and 6 video games.

There was an issue with the purchase of a games table, as Argos could not deliver and during COVID-19 arranging a collection was impossible. The respondent explained that if they were to do this process again, they would check the Health Board's approved retailers. Additionally, they suggested that future support provided by the Charity could include a list of approved retailers.

FOLLOW-UP

A request for additional images to share has been sent.

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ChatHealth messaging service

The project has not yet been implemented.

The project intends to provide a new support/messaging service between NHS staff and service users. However, there have been multiple delays due to waiting for authorisation and securing assurances for implementation through the Digital Governance Group.

FOLLOW-UP

A follow up will take place in three months.

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Outdoor furniture for staff

COMPLETED

This furniture was provided for the NHS district nursing team, administrative, respiratory team, palliative care team and mental health staff at the training centre in Welshpool hospital. Their survey highlighted that this project went well, with good communication between PTHB colleagues to organise the request and a swift delivery from supplier. However, the PTHB approved supplier was out of stock therefore, an alternative supplier was found. Due to the delay the furniture was delivered in September 2020 and wasn't fully utilised until Spring 2021.

The respondent explained that if they were to do this process again, they would check the Health Board's approved retailers. Additionally, suggested that future support provided by the Charity could include a list of approved retailers.

FOLLOW-UP

A request for additional images to share has been sent.

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Purchase of heart manuals and equipment for cardiac rehabilitation at home

COMPLETED

Patients received heart manuals in order to participate in cardiac rehabilitation at home. This supported patients over a 6-week period to participate in risk factor management and lifestyle changes enabling both physical and psychological well-being. Patients have been able to use the blood pressure machines to monitor their BP at home which has enabled to titrate their medication in line with national guidelines. The project enabled and supported safe exercise at home supporting both patients and families as they have the information within the heart manuals and tapes use of the BP machine to self-monitor their bp at home.

Items to consider from the programme: Time constraints have resulted in an increase in a number of referrals and led to a 4 - 6 week wait list for patients to access the manuals. Heart manuals have been almost sent out too late and some patients have found some of the information overwhelming as a large booklet.

A total of 30 heart manuals for each area (Mid, north and south) was sent out.

FOLLOW-UP

A follow-up discussion has been requested between the Charity team and the respondent. This discussion will help provide a more in-depth evaluation. **The areas of discussion will be as follows:**

- The estimated reach of the project? (in terms of the patients, communities or demographics that most benefitted)
- Any specific impacts on individual patients? (e.g. patient stories, staff feedback)
- Are there any opportunities for us to look at areas for additional support? (more equipment, resources etc)

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Placing assistive listening devices and instructions

COMPLETED

PTHB Charity helped audiology staff to purchase 30 additional assistive listening devices and personal amplifiers to help our hard of hearing and deaf patients communicate in ward and hospital settings. These devices are on hand to support patients that are having repairs to their existing hearing aids or other immediate difficulties with their hearing to communicate with care givers and their families. Alongside the devices 60 single use headphones and 30 single use neckloops were purchased.

Due to the lack of capacity within the department the respondent has been unable to gather detailed user feedback as of August 2021. There was also difficulty providing training on how to use devices due to COVID and restricted access on wards, where training was provided over the phone.

FOLLOW-UP

A follow up will be conducted to check for user feedback.

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Delivering psychological therapy groups (venue hire)

COMPLETED

This project benefited a number of clients with significant mental health issues and complex emotional needs. The funding enabled delivery of 4-6 face-to-face groups in the community over a 12 month period and provided a social support element to group psychological therapies. This service was provided to between 40 – 60 individuals. There were a number of issues for the face-to-face groups due to COVID 19 restriction and some patients opted not to engage because of the risk.

Due to COVID 19 the project was first adapted to be delivered virtually and then adapted to be delivered both virtually and in a face-to-face setting.

FOLLOW-UP

A follow-up discussion has been requested between the Charity team and the respondent. This discussion will be to help provide a more in-depth evaluation. The areas of discussion will be as follows:

- The estimated reach of the project? (in terms of the patients, communities or demographics that most benefitted)
- How has the project developed over time?
- How did the pandemic impact this project?

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Florence Nightingale Foundation Leadership support

COMPLETED

This project allowed for Powys nurses and midwives to receive group leadership support session via on-line platform in real time. Powys Nurses and Midwives have been able to access a psychologically safe space and the opportunity to explore leadership challenges, issues and concerns raised. The sessions have enabled the identification of strategies for self-development and selfcare in response to the immediate and future challenges.

These sessions were offered at a busy period during the COVID 19 pandemic, which was a challenge for nurses and midwives to find the time. There were some technical issues to access the Zoom connection from Powys IT systems, this meant a number of Powys Midwives and Nurses missed to join their original booked sessions and had to reschedule.

An additional word document was produced for the evaluation which was shared with the CF Committee earlier this year.

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Wellbeing packs (including baby massage oil and hand creams for families)

COMPLETED

Families and health visitors benefited from this funded project, it increased the mental wellbeing for families and health visitors and encouraged better communication between the two. Due to the COVID 19 restrictions it was difficult to access families in a timely manner. PTHB Charity helped to provided 315 wellbeing packs and an additional 61 hand creams for health visitors.

The respondent suggested that Charity share more information on current projects as an area for improvement. This was addressed by the Charity team with the introduction of Projects for Powys social media posts and the monthly newsletter.

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Occupational Therapy Garden

COMPLETED

The funding helped to purchase planters and a plastic greenhouse for Felindre Ward at Bronllys Hospital. The aim was to encourage patients to take up gardening as a way to relieve stress and help with symptoms of depression and anxiety. This project has been successful with patients growing their own vegetables, which have been used with cooking groups. It has also helped to promote healthy living and the importance of spending time outside.

The respondent provided images for public use, which have been included in the newsletter and social media channels.



Books for Menopause Café

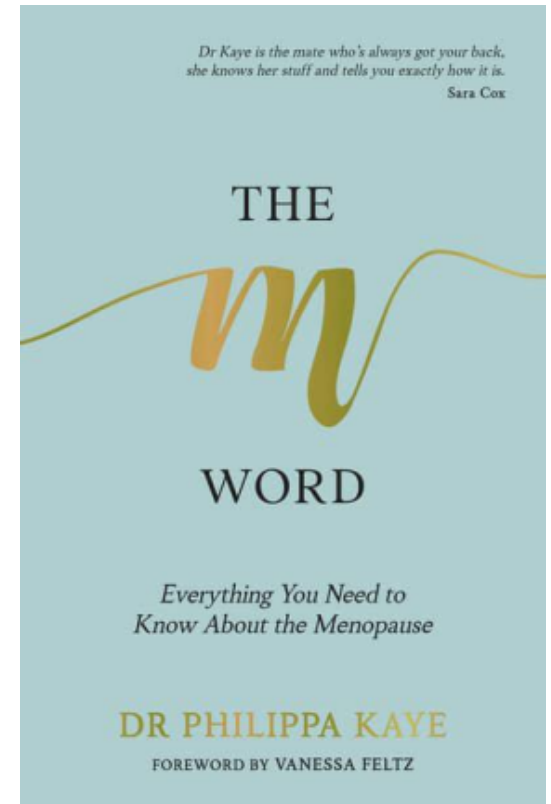
COMPLETED

This project was aimed specifically at members of the Virtual Menopause Cafes and PTHB Menopause Facebook support group page.

The Charity help to purchase 20 copies of *The M Word, everything you need to know about the menopause*. The books have been allocated to the library in Bronllys Hospital for all PTHB staff to access. It is a great resource for general wellbeing in connection with peri-menopausal and menopausal symptoms.

The initial application was delayed as there due to the pressures COVID 19. The books took several months to arrive and there was a difficulty to have them set up in the Health Board but they are now accessible to all staff.

The respondent suggested that more publicity regarding the Charity to help make people aware of their resources.



Memorable pins for staff

COMPLETED

The project has been completed, though with additional rounds and some delays to reach all staff members.

This project's aim was to provide 2250 memorable pins for all staff who worked for Powys Teaching Health Board throughout the pandemic, including volunteers. This was viewed as a good way to recognise the hard work of staff during this time. An additional bid was placed for another 800 pins for staff.

The respondent advised that for future projects, the Charity could do more to make applicants aware of the procurement process and provide additional information on this.

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GIG
CYMRU
NHS
WALES

Bwrdd Iechyd
Addysgu Powys
Powys Teaching
Health Board

Wellbeing items for staff use

COMPLETED

This project benefited the staff based at the training suite in Welshpool Hospital, with a new fridge. There was difficulty sourcing a suitable fridge to fit the available space and installing it.

The respondent advised that it would be helpful to provide training or support in the form filling/application process to help other staff members apply.

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Provisions for wellbeing hubs

COMPLETED

PTHB Charity provided refreshments for staff within the wellbeing hubs. This was a huge success as it provided an opportunity for staff to relax and take a break from their daily routine. The feedback was overwhelmingly positive with appreciation and thanks given to the Charity for our support.

An additional word document was produced for the evaluation and submitted to the Committee in Dec 2020.

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Outcome of Charitable Funds support for

Biomechanics for Births

Summary of Project

Powys Teaching Health Board Charitable Fund awarded funding to deliver the Biomechanics for Birth Professionals training an online course by Molly O'Brien. The training was delivered with which were pre-workshop information and 3 live workshops over zoom.

The pre-reading and the workshop focused on the understanding of the biomechanical element of birth offers practitioners a deeper awareness of the baby's journey through the pelvis and the synergy of the mother and baby.

Benefits achieved from the training?

- Improved Midwives knowledge of pelvic dynamic and the implications for pregnancy and birth.
- The Powys Midwives increased understanding of the difference they can make to a women's birth when they implement these newly acquired skills
- Midwives have reported feeling very inspired by the training and have confidently adopted it into their clinical practice.
- Midwives feel confident to empower women and birth partners to support their pregnancy and birth with advice, handouts and practice from the Midwife.

Outcomes

- The Biomechanics for Birth training for Powys Midwives has been positively welcomed across the Health Board.
- In total, 31 out of 42 Midwives have been able to undertake the training.
- Following receiving the training, Midwives felt inspired to practice their newly acquired skills and implement them into the women's care plan.

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- Women and birth partners appear to enjoy using the simple techniques to have a positive pregnancy and birth experience with number of cases not being transferred.
- Positive feedback from Midwives of the use of the technique on women who have had a stalled labour, resulting in delivery.

Staff feedback since May 2021 includes

Shake the apples for persistent OP baby in a first time mum, and on myself when I had my little boy

Supporting a lady in labour from 8 cm to fully and birthing within an hour, after having an exhausting 3 day latent phase and long labour.

I have used with labourers if there has been a delay in first stage or to try to help with posterior babies.

Mum in the latent phase describing back pain which was radiating down to her thighs. We tried several different techniques and said she felt different. She went onto labour quickly.

I had a lady in the birth centre having her second baby. The baby had not engaged on palpation and on V/E remained fairly high in the pelvis. Felt LOP on palpation. Labour appeared to stall after a while and contractions were typically incoordinate. We tried SLR for 3 contractions on both sides, this had minimal effect, so we moved onto shaking the apples using rebozo. After about 10 minutes of shaking apples, she felt the baby drop into her pelvis and descend quickly. Birthed an OA baby shortly afterwards weighing 10lb 1oz.

Definite impact on reducing requirement for transfer in all my involved cases so far.

I discuss these positions with all my women around their due dates and at post term appts. I have used it in latent phase with women who seem to be having excessive issues.

I have been a midwife for 23 years and I can honestly say I don't know how this knowledge has escaped me. I feel really grateful and now also really skilled when attending births in terms of being able to rectify malposition and support women so much more. Thank you

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Conclusion

The funding received from Charitable Funds has been instrumental in providing the Biomechanics for Birth training for the Powys Midwives. The quality of the training provided by Molly O'Brien was highly rated and exceptionally well delivered as reflected by the evaluation feedback received from the participating Midwives.

Further Action

- To establish continued learning and development of the skills and techniques acquired, a Powys Midwife Clinical Practice forum is to be established. The Forum will enable Midwives to discuss/exchange ideas and experiences and agree clinical audit of Biomechanics techniques.
- Regular review of transfer data / home deliveries to assess the effectiveness of the implementation of the training and evaluate against previous three year transfer rates.
- A visual poster to be developed to illustrate the various moves and sequences women can practice throughout their pregnancy.

Prepared by

Sharon Davies

Pelvic Health Programme Manager

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