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Bwrdd Iechyd Prifysgol  
Abertawe Bro Morgannwg  
University Health Board

		Agenda Item	2.4 (ii)
Freedom of Information Status		Open	
Reporting Committee	Charitable Funds Committee		
Author	Georgia Pennells, Corporate Governance Administrator		
Chaired by	Martyn Waygood, Independent Member		
Lead Executive Director (s)	Darren Griffiths, Interim Director of Finance		
Date of last meeting	21 <sup>st</sup> September 2021		
Summary of key matters considered by the committee and any related decisions made.			
<ul style="list-style-type: none"><li><u>A funds update</u> report was received for assurance. There were three new funds and no re-opened funds during the period 1<sup>st</sup> June 2021 – 31<sup>st</sup> August 2021. Two funds were approved for closure during the period 1<sup>st</sup> June 2021 – 31<sup>st</sup> August 2021.</li><li><u>Guidance on use of Charitable Funds for Fund Managers</u> was received. The purpose of the document is to provide fund managers with detail as to how charitable funds can be used and areas where charitable funds cannot be used. The guidance will be issued to fund managers along with the charitable funds newsletter which was issued at the end of September. The Charitable Funds Committee was asked to confirm their stance on the use of charitable funds for attendance at awards ceremonies so that this guidance can be incorporated into the document. The committee agreed the advice that all avenues of support and funding must be explored beforehand and the committee will take a strict approach with funding on a one plus one in attendance only.</li><li><u>An update on the tender process for the investment management services contract</u> was received for noting. The Invitation to Tender documentation detailing the specification for the investment management services contract was issued on 6<sup>th</sup> August with a deadline for tender submissions of 13<sup>th</sup> September. The three companies providing the highest scoring bids will be invited to present to a panel of the Charitable Funds Committee on 4<sup>th</sup> October, with this presentation being scored using an agreed template. Following the session on 4<sup>th</sup> October the preferred bidder will be selected and this will be formally agreed at the Committee meeting on 11<sup>th</sup> November and ratified by the Trustees at their meeting on 30<sup>th</sup> November with the intention that the contract be formally awarded in December.</li></ul>			
Key risks and issues/matters of concern of which the board needs to be made aware:			
No key matters identified to raise to the Board's attention.			

Delegated action by the committee:	
<p>On 21<sup>st</sup> September the Committee <b>approved/ratified</b>:</p> <ul style="list-style-type: none"> <li>• <u>COVID-19 recognition for staff and volunteers</u> - Committee members <b>ratified</b> the decision to fund the bid for COVID-19 recognition for staff and volunteers.</li> <li>• <u>Taith Newydd</u> – Committee members <b>approved</b> the application for a new charitable fund for Taith Newydd</li> <li>• <u>Tawe Clinic</u> - Committee members <b>approved</b> the application for a new charitable fund for the Tawe Clinic.</li> <li>• <u>Charitable Funds Annual Report</u> – Committee members <b>approved</b> the charitable funds annual report subject to the following points: <ul style="list-style-type: none"> <li>- Spelling errors are amended.</li> <li>- Deborah Longman creates a COVID-19 response page.</li> <li>- Subject to the numbers approved by Audit Wales.</li> </ul> </li> </ul>	
Main sources of information received:	
<ul style="list-style-type: none"> <li>• An <u>Investment Portfolio Update</u> was received for assurance.</li> <li>• <u>Charitable Funds Committee Fund Report</u> was received which highlighted that as of 1<sup>st</sup> April the fund had been renamed the Helping Hand Fund and the balance of the Helping Hand Fund as at 31<sup>st</sup> August 2021 is £133,260.</li> <li>• <u>Fundraising Managers Update Report</u> was received for noting.</li> <li>• <u>Finance and Delegated Funds Income and Expenditure Report</u> was received for assurance.</li> <li>• An <u>Update Report on Staff Employed from Charitable Funds</u> was received for noting.</li> <li>• <u>The Helping Hand Fund Bids Panel Update Report</u> was received for assurance.</li> </ul>	
Highlights from sub-groups reporting into this committee:	
None identified.	
Matters referred to other committees	
None identified.	
<b>Date of next meeting</b>	11 November 2021