

## **CONFIRMED MINUTES OF THE MEETING OF THE CHARITABLE FUNDS COMMITTEE HELD ON 5 APRIL 2023 VIA TEAMS**

### **MEMBERS:**

Hannah Rowan	Non-Executive Director
Ceri Jackson	Non-Executive Director
Bethan Evans	Non-Executive Director (In attendance until 16/23)

### **IN ATTENDANCE:**

Patrick Boggon	Tarnside Consultant (Left after item 15/23)
Lee Brooks	Executive Director of Operations
Jill Gill	Head of Financial Accounting
Estelle Hitchon	Director of Partnerships and Engagement
Caroline Jones	Corporate Governance Officer
Jo Kelso	Head of Workforce Education and Development
Trish Mills	Board Secretary
Bernadette Mitchell	Finance Assistance – Charitable Funds
Hugh Parry	Trade Union Partner (1)
Madrun Parry-Jones	Finance Academy Student
Alex Payne	Corporate Governance Manager
Angela Roberts	People Services Assistant (In attendance until part way through 15/23)
Liz Rogers	Assistant Director of Workforce and OD
Andy Swinburn	Director of Paramedicine
Chris Turley	Executive Director of Finance and Corporate Resources
Damon Turner	Trade Union Partner (2)

### **APOLOGIES:**

Julie Boalch	Head of Risk/Deputy Board Secretary
Kevin Davies	Non-Executive Director
Angela Lewis	Director of Workforce and OD
Marcus Viggers	Trade Union Partner

## **10/23 WELCOME AND APOLOGIES**

Hannah Rowan, Non-Executive Director welcomed everyone to the meeting and advised that she would be Chairing the meeting today in place of Ceri Jackson, Chair of the Committee. The Chair welcomed Madrun Parry-Jones, Finance Academy Student to the meeting as an observer.

## **11/23 DECLARATIONS OF INTEREST**

There were no additional declarations to those already recorded on the Trust register.

**RESOLVED: That no new declarations were received.**

## **12/23 MINUTES OF PREVIOUS MEETINGS**

The Minutes of the meetings held on 30 January and 16 February 2023 were approved as a correct record.

**RESOLVED: That the minutes were approved as a correct record.**

## **13/23 ACTION LOG and MATTERS ARISING**

The action log was considered, reviewed, and updated. It was noted that items 48/22 and 08/23a were closed.

**RESOLVED: That action log was reviewed and updated with two actions as set out above being closed.**

## **14/23 BIDS PANEL LIVED EXPERIENCE – MIND OVER MOUNTAINS**

The Trade Union Partner (1) introduced a video for members to view which related to staff who had taken part on the Mind Over Mountains walks funded by the Charity to bring staff together and share experiences.

The benefit of the walks was evident to the Committee members who were proud to have supported such events.

The People Services Assistant, who had participated in more than one of these events shared her experience and recognised that that the walks had differing levels of difficulty, which needed to be set out before people signed up. She went on to praise the guides for the positive effect they had on the group and how the group formed connections which continued into the workplace.

The People Services Assistant confirmed the mindfulness and mental health aspect of the walks were of such benefit and recommended that staff take part to realise these benefits.

A query relating to accessibility for all staff was raised for those who enjoyed walking nonetheless were unable to walk up mountains. Relevant colleagues agrees to engage with Mind Over Mountains to ask for alternative inclusive opportunities, and feed this back to the Committee as appropriate.

A member of staff shared her experience and benefits of taking part in some of the walks.

**RESOLVED: That**

- 1) the benefits of such walks were recognised; and**
- 2) more accessible walks be looked into with the Charity.**

## **15/23 STRATEGIC REVIEW OF THE WELSH AMBULANCE SERVICES NHS TRUST CHARITY**

The Consultant who had conducted the review to shape the future of the Charity attended the meeting and his report was well received with members noting that the ambition would need to be developed and agreed.

The Consultant shared a few slides with members which set out some areas of potential funding for the charity, however clarity was needed on what the Trustees wanted from the charity.

The levels of aspiration differed amongst those members he had met with as part of the review and was segmented into three levels, all of which were possible if underpinned by good governance:

- 1) grassroots support
- 2) strategic enabler
- 3) wholesale service change

The Consultant confirmed that someone to lead the charity together with organisational attention would be key to success.

Members agreed that resourcing would be key to the charity's future potential and a lengthy discussion was had around resourcing recognising the opportunity and potential impact of the Charity, however the purpose was yet to be determined and that funds currently held should be looked at being utilised in the near future.

It was recognised that the Trustees would be discussing the review at its Board Development session in April, noting there was no consensus required today.

There was some nervousness around going too big too quickly, however everyone agreed that whatever route was adopted, that it needed to be done well, together with a level of investment that would be needed to progress any option.

**RESOLVED: That the report was received and that the outcome of the Board Development session be fed back to Committee members.**

## **16/23 FINANCE UPDATE**

The Finance update report was presented as read with Members invited to raise any questions or observations.

It was noted that the new website would include an online donation point once the logo and name of the Charity were agreed, however in the meantime it was suggested that a notice on the web to inform people that the branding was being refreshed, and if people wished to donate, they could still use the online donation point.

**RESOLVED: That the report was noted.**

## **17/23 CHARITABLE FUNDS TASK & FINISH HIGHLIGHT REPORT**

The Board Secretary confirmed the Task & Finish group had held meaningful discussions around the centralising of funds and how it could be made equitable. All options would affect the Charity's investment fund (COIF) which would impact the Bursary Scheme and consideration would need to be given as to how this could be funded in the future.

Regions needed to be supported to spend their balances with guidance on what it could be utilised for, within a specific time period.

A close out report was expected from the Task & Finish Group in the summer, covering all aspects of its work programme.

**RESOLVED: The Highlight report received from the meeting of 2 March 2023 considered the benefits and losses as part of the centralising of funds noting that the Committee would make recommendations to the Board of Trustees, guided by the strategic direction of the Charity.**

## **18/23 BIDS PANEL HIGHLIGHT REPORT**

The Committee received the highlight report from the meeting of the Bids Panel held on 23 March 2023. Whilst it was noted that the Charitable Fund should not be utilised for items for core business needs, it was recognised that funding had been cut this year and there were no additional funds to meet the request for items such as the dementia tablets.

Members agreed that if there was potential for the Charity to fund an item it felt should be funded, for the benefit of staff or patients, it should be considered through its usual route.

**RESOLVED: That items that could be funded via the Charity, should be considered through its usual process.**

## **19/23 BURSARY PANEL UPDATE**

The Head of Workforce Education & Development informed members that the timing of the Bursary Panel meeting had not aligned as hoped, to update members. The next meeting was due to take place on 6 April, and noted there were 17 applications to support development for consideration.

**RESOLVED: That the position was noted.**

## **20/23 BIDS PANEL MINUTES**

The minutes of the meetings of the Bids Panel held on 3 November 2022, 3 January 2023 and 13 January 2023 were received with no comments or issues.

**21/23 ANY OTHER BUSINESSSS**

There were no items of business raised.

**22/23 DATE OF NEXT MEETING –5 July 2023**