

## Bundle Charitable Funds Committee 16 September 2021

9.30am via Teams  
Public Agenda v2.0

- 1 09:30 - CF21/39 Welcome and Introductions  
*The Chair is asked to report that Chair's Action was approved on the 29.7.21 regarding the raising of an invoice to secure the funding of the Keep the Beats Fund Defibrillator Project*
- 2 09:33 - CF21/40 Apologies and Declarations of Interest
- 3 09:35 - CF21/41 Investment Manager's Portfolio Report and Presentation  
*Paul Mathias and David Myrddin-Evans (Brewin Dolphin plc) to attend*  
CF21.41a Investment Portfolio Q1 2021-22.docx  
CF21.41b Appendix 1 Brewin Dolphin Qtr 1 2021-22.doc landscape.pdf  
CF21.41c Appendix 2 Rothschild 30 June 2021.pdf
- 4 09:55 - CF21/42 Minutes of the Previous Meeting Held on 11.6.21 for accuracy, matters arising and review of summary action plan  
CF21.42a Minutes CFC 11.6.21 Draft\_V0.3.docx  
CF21.42b Action Log.docx
- 5 10:05 - CF21/43 Charitable Funds Finance Report Q1 2021-22  
*John Baker*  
CF21.43 Finance Report Q1 2021-22.docx
- 6 10:15 - CF21/44 Charitable Funds Fundraising Update Report Q2 2021-22  
*Kirsty Thomson*  
CF21.44 Fundraising Update Paper September 21\_FINAL.docx
- 7 10:20 - CF21/45 Third Sector Groups Update Report  
*Kirsty Thomson*  
CF21.45 Third Sector Groups Update Report\_September 21.docx
- 8 10:30 - CF21/46 Keep the Beats Fund Report  
*Kirsty Thomson*  
CF21.46 KTB\_Report\_CFC\_Sept2021\_Final Draft.docx
- 9 10:45 - CF21/47 Staff Lottery Update Report  
*Kirsty Thomson*  
CF21.47 Staff Lottery Update Report\_Final Draft.docx
- 10 10:55 - CF21/48 Summary of Expenditure Approvals  
*John Baker*  
CF21.48 Summary of Expenditure Applications Awarded Q1 2021-22.docx
- 11 ITEMS FOR DISCUSSION
- 11.1 11:00 - CF21/49 Fund Adviser Presentation and Q&A - Keep the Beats  
*Julie Starling*  
CF21.49a KTB\_Presentation\_CFC\_Sept2021\_Final Draft.docx  
CF21.49b KTB\_Presentation appendix 1.pdf
- 12 ITEMS FOR DECISION
- 12.1 11:20 - CF21/50 Fundraising Appeals Focus 2021-22  
CF21.50 Fundraising Appeals Focus 202122\_Final Draft.docx
- 13 ITEMS OF GOVERNANCE
- 13.1 11:30 - CF21/51 Charity Risk Register  
*Kirsty Thomson and John Baker*  
CF21.51 Charity Risk Register.docx
- 13.2 11:40 - CF21/52 Update on the Audit Wales Plan, draft Annual Accounts and Report  
*Michelle Phoenix, Audit Wales*  
*John Baker & Kirsty Thomson*  
CF21.52 BCUHB\_FHOT\_2021\_Audit\_Plan.pdf
- 13.3 11:55 - CF21/53 Review Actions

*Hayley Powell*

13.4 12:00 - CF21/54 Issues of Significance to Report to the Health Board

14 ITEMS FOR INFORMATION

14.1 CF21/55 Date of Next Meeting

*16th December 2021*

*9.30am*



<b>Cyfarfod a dyddiad:</b> <b>Meeting and date:</b>	Charitable Funds Committee 16 September 2021						
<b>Cyhoeddus neu Breifat:</b> <b>Public or Private:</b>	Public						
<b>Teitl yr Adroddiad</b> <b>Report Title:</b>	Investment Portfolio						
<b>Cyfarwyddwr Cyfrifol:</b> <b>Responsible Director:</b>	Sue Hill, Executive Director of Finance						
<b>Awdur yr Adroddiad</b> <b>Report Author:</b>	John Baker, Interim Charity Accountant						
<b>Craffu blaenorol:</b> <b>Prior Scrutiny:</b>	Executive Director of Finance						
<b>Atodiadau</b> <b>Appendices:</b>	<u>Appendix 1:</u> Brewin Dolphin Portfolio Statement at 30 June 2021 <u>Appendix 2 :</u> Rothschild & Co Portfolio Statement at 30 June 2021						
<b>Argymhelliad / Recommendation:</b>							
The Committee is asked to note the consolidated portfolio statement report.							
<b>Ticiwch fel bo'n briodol / Please tick as appropriate)</b>							
<b>Ar gyfer penderfyniad /cymeradwyaeth</b> <b>For Decision/ Approval</b>		<b>Ar gyfer Trafodaeth For Discussion</b>		<b>Ar gyfer sicrwydd For Assurance</b>		<b>Er gwybodaeth For Information</b>	✓
<b>Y/N i ddangos a yw dyletswydd Cydraddoldeb/ SED yn berthnasol</b> <b>Y/N to indicate whether the Equality/SED duty is applicable</b>							N
The investment policy was recently updated in early 2021/22 financial year to take into account the socio-economic (SED) impact, Equality Impact (EqIA) and human rights matters.							
<b>Sefyllfa / Situation:</b>							
The Investment Manager contract was awarded to Brewin Dolphin in 2020 and the process of transferring the investment portfolio from Rothschild & Co began with effect from 1 April 2021 and was completed on 19 August 2021. The key objective of the portfolio is to preserve and grow its value in 'real' terms, in order to continue to support charitable distributions over the long term.							
<b>Cefndir / Background:</b>							
<p>Many of the donations and legacies that the charity receives cannot be spent immediately, as they need to be accumulated to fund the most appropriate purchases. These donations are therefore invested in order to generate income and protect their value in real terms.</p> <p>The charity had used Rothschild &amp; Co to manage its investments for the last ten years. In line with procurement regulations, the Investment Manager contract was put out to tender at the beginning of 2020. COVID-19 led to delays in awarding the tender, however, Brewin Dolphin were appointed as the successful applicants in August 2020. The process of transferring the portfolio from Rothschild to Brewin Dolphin commenced with effect from 1 April 2021. Individual investments started to be</p>							

transferred to Brewin Dolphin in April 2021. This was undertaken over several months to avoid the portfolio holding too much cash. This has taken longer than expected as some investments held in Rothschild investment funds which means that they can only be transacted on specific dates. The dealing dates for such stock can be infrequent and with a long notice period.

The last of these sales should have taken place on 1 July 2021 but there appears to have been some miscommunication between Rothschild and Brewin Dolphin which meant this transaction date was missed. The next available date was 1 August with completion on 19 August 2021 and this took place as expected.

#### **Asesiad / Assessment:**

##### **Goblygiadau Strategol / Strategy Implications**

Aligned to the Awyr Las Charity Strategy.

##### **Opsiynau a ystyriwyd / Options considered**

Not applicable – paper is for information on the financial position of the charity.

##### **Goblygiadau Ariannol / Financial Implications**

The Brewin Dolphin portfolio report and Rothschild & Co portfolio report for the 30 June 2021 is included in Appendix 1.

The total value of the funds at 30 June 2021 was:

	<b>£'000</b>
ROTHSCHILD	449.1
BREWING DOLPHIN	10,094.9
<b>TOTAL</b>	<b>10,544.0</b>

The overall gain in the period was £483k or 4.8% of the opening value for the period.

##### **Dadansoddiad Risk / Risk Analysis**

Not applicable – the Charity Risk Register is reported separately.

##### **Cyfreithiol a Chydymffurfiaeth / Legal and Compliance**

Not applicable.

##### **Asesiad Effaith / Impact Assessment**

Not applicable.

# Valuation and Asset Confirmation Report

1 April 2021 to 30 June 2021

(BETSI0001) BETSI CADWALADR UHB CHARITY PORTFOLIO

Contents	Page No
Overview and Objectives	02
Indices	03
Market Commentary	04 - 06
Valuation	07 - 12
Transaction Statement	13 - 15
Capital Reorganisation Statement	16
Income Statement	17
Dealing and Deposit Statement	17 - 20
Interest Rate Notification	21
Guide to Valuation	22 - 23
Asset Confirmation	24
Asset Confirmation - Holdings & Cash Balances	25

# Overview

## Portfolio Valuation

Value on 30 June 2021	£10,094,890
Estimated Annual Income	£117,729
Estimated Annual Yield	1.2%
See page 12 for Portfolio Summary.	

## Performance Summary

Portfolio Return Net of Fees *	2.90%
Portfolio Return Gross of Fees **	2.90%
-----	
Opening Value on 01/04/21	£0
Net Capital Added/Withdrawn	£9,870,461
Income Withdrawn	£0
Capital Appreciation	£212,356
Income Received	£12,072
Closing Value on 30/06/21	£10,094,890
-----	

\* Net portfolio returns are calculated after management fees and trading expenses.

\*\* Gross portfolio returns are calculated before management fees and trading expenses.

## Summary of Charges

Total Brewin Dolphin Management Fees	£0.00
Total Dealing Charges	£24.00
Other Brewin Dolphin Charges	£0.00
Intermediary Charges	£0.00
Total Fees and Charges Deducted During the Period	£24.00

All fees include VAT where applicable. A more detailed breakdown can be found on page 20.

Please note that some investments have embedded costs which are not charged directly to your account. The impact of these costs is included when we calculate and report the overall performance returns of your portfolio. From January 2019, you can find a more detailed breakdown of your costs and charges in your annual disclosure document. If you have any questions related to this, please do not hesitate to contact your Investment Manager.

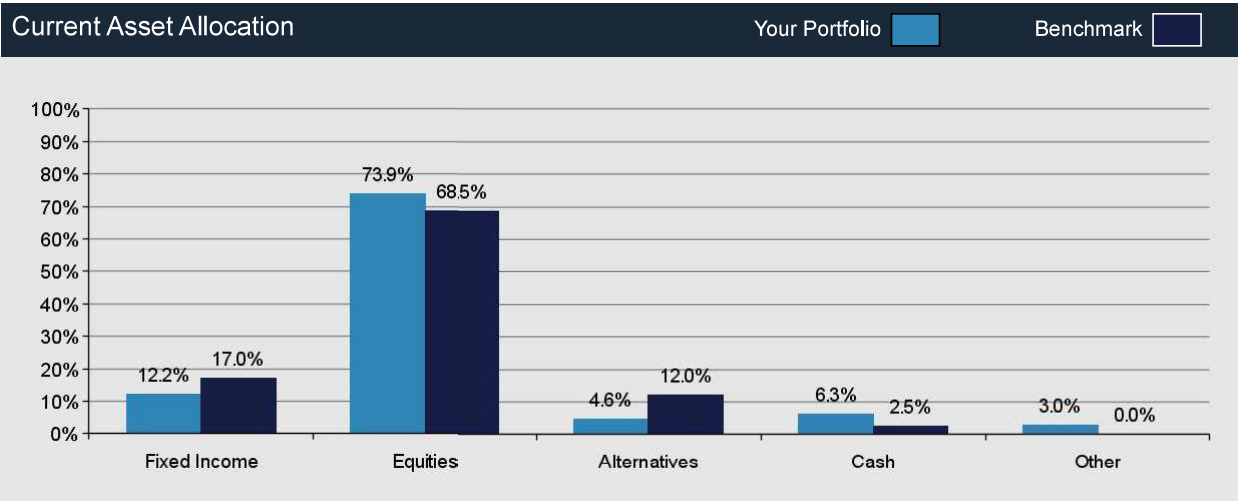
# Objectives

## Investment Objectives and Risk Classification

Investment Objectives	Risk Classification
Income and Capital Growth	Risk Level 6
Benchmark	Service Category
Risk Category 6 - Balanced	Discretionary

## Your Portfolio Asset Allocation Compared to the Linked Benchmark

The Risk Category 6 - Balanced benchmark is the one that we believe best matches your investment objectives. The chart below shows the weighting of your portfolio against the benchmark as at the date shown.





# Indices

For the period 01 April 2021 to 30 June 2021

Index	Start Value	End Value	% Change
FTSE 100 Index - Total Return (1)	6,481.71	6,848.31	5.66
FTSE 100 Index - Capital Return	6,713.63	7,037.47	4.82
FTSE All Share Index - Total Return	7,435.59	7,852.35	5.60
FTSE Government All Stocks - Total Return	3,875.27	3,941.19	1.70
FTSE AIM All-Share - Total Return	1,377.76	1,439.70	4.50
FTSE Europe (excl. UK) - Total Return	1,653.20	1,789.84	8.27
FTSE World Index - Total Return	1,869.93	2,010.84	7.54
Linked Benchmark Gross of Fees - Total Return			5.51

## Notes

1. Please note this relates to the **FTSE 100 Total Return** index, and these values will differ from the more widely publicised **FTSE 100 Capital Return** index. The Total Return index accounts for both capital performance and the reinvestment of income, and is comparable with the portfolio return presented on page 2. Current Total Return and Capital Return values for FTSE indices can be found online at: <http://www.ftse.com>
2. Where either the start or end date are on non-business days, values reported will relate to the previous business day.
3. Past performance is not a guide to future performance. Performance is shown before fees which will have the effect of reducing the illustrated performance.

Source: FTSE International Limited ("FTSE") © FTSE 2017. "FTSE®" is a trade mark of the London Stock Exchange Group companies and is used by FTSE International Limited under licence. All rights in the FTSE indices and / or FTSE ratings vest in FTSE and/or its licensors. Neither FTSE nor its licensors accept any liability for any errors or omissions in the FTSE indices and / or FTSE ratings or underlying data and no party may rely on any FTSE indices, ratings and / or data underlying data contained in this communication. No further distribution of FTSE Data is permitted without FTSE's express written consent. FTSE does not promote, sponsor or endorse the content of this communication.

# Market Commentary

---

After all the excitement of the last eighteen months the second quarter of 2021 has provided a few months of calm. Most major equity markets made further respectable gains – bringing the current winning run to five straight quarters of consistent gains.

For a long time, the positive returns from markets seemed unintuitive, given that economic activity was clearly constrained by the stifling lockdowns. However, the nature of the vibrant and dynamic capitalist system is such that it enables companies to react, adapt and advance past most of the challenges it faces, albeit with government assistance at times of crisis.

This was one of those times. It marks a remarkable success in developing, testing and rolling out not one, but several successful and effective vaccines to bring the virulent virus under some sort of control. At the same time, whilst the consumer-facing economy ground to a halt, the majority of businesses were able to struggle on, or even thrive, by moving from offices to bedrooms and sheds. This was all supported by remarkable advances in communication technology designed to facilitate a discretionary trend towards agile working, which became largely mandatory.

Those dark days seem to gradually be brightening. COVID-19 is still a major problem at home and abroad, but the world is learning to live with it, even in some of those sectors that suffered the most. Travel remains hugely problematic as the delta variant of COVID-19 is the uninvited guest no government wants to allow in. But progressively more economic activity is reopening as vaccination rates rise, and that is helping the economy recover.

## Resilience

While the private sector has been turning the economic wheels, some grease has been applied by the public sector. The landmark 2021 Covid Relief package, passed by Congress on behalf of the newly enshrined US President Biden, has had a transformative effect on American households, increasing the disposable wealth of many or reducing the debt of others. At the same time low interest rates have reduced borrowing costs for governments, businesses and households.

The combination of an improving economy and supportive monetary policy is a good one for companies and stock markets. It contributed to a sharp increase in profits reported during the first half of the year. At the same time a lack of available savings vehicles has meant increased demand for company shares.

Naturally, the concern therefore centres on how long this happy state of affairs can continue. A source of controversy for investors is that interest rates are being held so low at a time when inflation is unusually high. This seems out of place to some, given that low interest rates are supposed to help to raise inflation. The explanation from a chorus of interest-rate-setting central bankers is that the current rates of inflation are "transitory" and will fade, rather than begetting a new inflationary trend. Some evidence from history supports that assessment, with inflation spiking early in the recovery from the great financial crisis as well, before wallowing for subsequent years.

As ever with the world of economics though, the unique circumstances of the present limit the usefulness of lessons of the past. Inflation comes from shortages, and more of this vintage's shortages stem from a scarcity of semiconductors, essential components of electronic devices which are increasingly pervasive across an ever-widening range of products. This will pass of course, but in the meantime the world waits anxiously.

The real controversy though is in the American labour market where extended unemployment benefits had the perverse effect of incentivising workers to stay away from jobs, many of which would pay them less than their enhanced benefits. That, together with nervousness about the pandemic and the challenge of finding childcare while schools remained closed, has meant the US suffered from a shortage of workers at a time of near-record unemployment. Individual states began cutting back on benefits as the quarter ended, to encourage workers to look for jobs.



## Bonds and bond buying

The prospect of strong growth makes investors naturally favour company shares over bonds. Similarly, the prospect of rising interest rates makes the fixed interest paid by bonds less attractive, and the high inflation means those fixed bond payments will buy less in the future too. All of these things weighed upon the bond market in the first quarter but for the last few months bonds have been stable. Bond investors accept the theory that inflation will be transitory, but remain sceptical about the ability of central bankers to raise interest rates materially in the future. Each successive economic cycle has resulted in lower and lower average interest rates.

One reason is that each successive cut in interest rates results in an increase in debt which thereafter reduces the economy's tolerance of higher future rates. This is most evident right now in the UK and US housing markets where low interest rates are translating into lower mortgage rates, making property more affordable than it has been historically. That, coupled with a sudden desire from city dwellers to seek more gardens and home office space, caused a rush of demand for properties which supply could not keep up with.

Whilst ever decreasing interest rates expectations may provide some support for bonds, the actions of the Federal Reserve, European Central Bank, Bank of England and Bank of Japan, who are each buying billions of pounds of bonds a month as part of their quantitative easing programmes, plays a pretty important part too.

## Delta force

A final support for bonds has been uncertainty about the future. Today's big uncertainty remains COVID-19 and most obviously the delta variant. In the UK, a final push to maximise vaccinations before the anticipated 'Freedom Day' was undertaken. In America vaccinations slowed down reflecting a higher level of scepticism about the vaccines amongst some Americans. Europe has made huge strides in its vaccination programme which have been sufficient to narrow their vaccination shortfall materially. Japan laboured over its vaccine approval process in order to head off scepticism, but has since been able to really accelerate roll out. Broadly around 40% of the European and North American populations have received at least one dose; South America and Asia then lags behind with vaccination rates of between 20% and 30%; and vaccination rates in Africa remain very low indeed. Delivering vaccines to the emerging markets is creeping up the priorities lists for richer governments and China seems most likely to begin distributing its jab, which is relatively easy to deploy compared to some of the Western varieties.

So the first half of 2021 drew to a close with market's coasting along towards the sunny uplands of economic recovery and with the warm glow of economic and monetary stimulus on their backs.

The 21st century has already been a remarkable period for investors including the great financial crisis and the global pandemic. But the story of financial markets is ultimately one about overcoming adversity. During the financial crisis Warren Buffett calmly observed:

*"In the 20th century, the United States endured two world wars and other traumatic and expensive military conflicts; the Depression; a dozen or so recessions and financial panics; oil shocks; a flu epidemic; and the resignation of a disgraced president. Yet the Dow rose from 66 to 11,497."*

### **Risk Warnings:**

The value of investments, and any income from them, can fall and you may get back less than you invested.

Tax treatment depends on the individual circumstances of each client and may be subject to change in the future.

Neither simulated nor actual past performance are reliable indicators of future performance.

Performance is quoted before charges which will reduce illustrated performance.

Investment values may increase or decrease as a result of currency fluctuations.

Information is provided only as an example and is not a recommendation to pursue a particular strategy.

We or a connected person may have positions in or options on the securities mentioned herein or may buy, sell or offer to make a purchase or sale of such securities from time to time. In addition we reserve the right to act as principal or agent with regard to the sale or purchase of any security mentioned in this document. For further information, please refer to our conflicts policy which is available on request or can be accessed via our website at [www.brewin.co.uk](http://www.brewin.co.uk).

Information contained in this document is believed to be reliable and accurate, but without further investigation cannot be warranted as to accuracy or completeness.

Opinions expressed in this publication are not necessarily the views held throughout Brewin Dolphin Ltd.

# Important Information

## Fractional adjustments to unit trusts

Following a recent review of client holdings in unit trust funds, fractional adjustments have taken place to adjust the number of decimal places with some holdings to ensure units can be more easily transferable or tradeable in the market (e.g. 0.1234 units changed to 0.12 units). Where adjustments have been made, the stock transaction will show either as 'valueless decimal adj', or as 'decimal adj with compensation' and where there is a change to the financial value of the holdings, small capital adjustments will be made to your account.

# Valuation

## UK Bonds | 2.6% of portfolio

Bond Funds							
Security	Portfolio (%)	Holding	Book Cost (£)	Market Price	Market Value (£)	Estimated Income (£)	Estimated Yield (%)
ROYAL LONDON AM ETHICAL BOND Z GBP DIS	2.61	218,135	260,453	120.6p XD	263,071	6,790	2.6
<b>Total for Bond Funds</b>	2.61		<b>260,453</b>		<b>263,071</b>	<b>6,790</b>	<b>2.6</b>
<b>Total for UK Bonds</b>			<b>260,453</b>		<b>263,071</b>	<b>6,790</b>	<b>2.6</b>

## Overseas Bonds | 9.6% of portfolio

Bond Funds							
JUPITER UT MNGRS STRATEGIC BOND X GBP DIS	1.56	155,170	155,604	101.62p XD	157,684	5,346	3.4
LYXOR ASST MGM LUX US TIPS DR UCITS ETF MTH HD	5.43	4,785	519,096	£114.66	548,648	2,680	0.5
ROBECO LUX SA GLOBAL SDG CREDITS IH GBP	2.60	2,245	260,061	£117.13	262,957	0	0.0
<b>Total for Bond Funds</b>	9.60		<b>934,761</b>		<b>969,289</b>	<b>8,026</b>	<b>0.8</b>
<b>Total for Overseas Bonds</b>			<b>934,761</b>		<b>969,289</b>	<b>8,026</b>	<b>0.8</b>

## UK Equities | 23.2% of portfolio

Chemicals							
CRODA INTL ORD GBP0.10609756	1.44	1,970	135,301	£73.68	145,150	1,793	1.2
<b>Total for Chemicals</b>	1.44		<b>135,301</b>		<b>145,150</b>	<b>1,793</b>	<b>1.2</b>
Support Services							
ASHTREAD GROUP ORD GBP0.10	2.26	4,250	90,760	£53.64	227,970	1,791	0.8
FERGUSON PLC ORD GBP0.10	1.37	1,380	133,172	£100.50	138,690	2,185	1.6
<b>Total for Support Services</b>	3.63		<b>223,932</b>		<b>366,660</b>	<b>3,976</b>	<b>1.1</b>
Household Goods and Home Construction							
TAYLOR WIMPEY ORD GBP0.01	0.98	62,040	105,376	158.95p	98,613	2,568	2.6
<b>Total for Household Goods and Home Construction</b>	0.98		<b>105,376</b>		<b>98,613</b>	<b>2,568</b>	<b>2.6</b>
Personal Goods							
UNILEVER PLC ORD GBP0.031111	1.06	2,530	108,274	£42.305	107,032	3,773	3.5
<b>Total for Personal Goods</b>	1.06		<b>108,274</b>		<b>107,032</b>	<b>3,773</b>	<b>3.5</b>
Pharmaceuticals & Biotechnology							
GLAXOSMITHKLINE ORD GBP0.25	1.38	9,830	133,217	£14.194 XD	139,527	7,864	5.6
<b>Total for Pharmaceuticals &amp; Biotechnology</b>	1.38		<b>133,217</b>		<b>139,527</b>	<b>7,864</b>	<b>5.6</b>

# Valuation

continued from previous page

Media							
Security	Portfolio (%)	Holding	Book Cost (£)	Market Price	Market Value (£)	Estimated Income (£)	Estimated Yield (%)
RELX PLC GBP0.1444	1.11	5,860	111,058	£19.19	112,453	2,754	2.4
<b>Total for Media</b>	<b>1.11</b>		<b>111,058</b>		<b>112,453</b>	<b>2,754</b>	<b>2.4</b>
Travel & Leisure							
COMPASS GROUP ORD GBP0.1105	1.03	6,835	108,772	£15.22	104,029	0	0.0
<b>Total for Travel &amp; Leisure</b>	<b>1.03</b>		<b>108,772</b>		<b>104,029</b>	<b>0</b>	<b>0.0</b>
Banks							
BARCLAYS PLC ORD GBP0.25	0.80	47,045	82,832	171.12p	80,503	470	0.6
LLOYDS BANKING GP ORD GBP0.1	1.07	232,360	137,085	46.69p	108,489	1,324	1.2
<b>Total for Banks</b>	<b>1.87</b>		<b>219,917</b>		<b>188,992</b>	<b>1,794</b>	<b>0.9</b>
Life Insurance							
LEGAL & GENERAL GP ORD GBP0.025	1.30	50,810	139,351	257.6p	130,887	8,927	6.8
ST JAMES'S PLACE ORD GBP0.15	1.07	7,280	104,452	£14.77	107,526	2,802	2.6
<b>Total for Life Insurance</b>	<b>2.36</b>		<b>243,803</b>		<b>238,412</b>	<b>11,729</b>	<b>4.9</b>
General Financial							
ADMIRAL GROUP ORD GBP0.001	1.31	4,215	68,201	£31.44	132,520	6,596	5.0
<b>Total for General Financial</b>	<b>1.31</b>		<b>68,201</b>		<b>132,520</b>	<b>6,596</b>	<b>5.0</b>
Open Ended Collectives							
JUPITER FUND MNGRS UK MID CAP U2 GBP INC	5.15	276,425	521,187	188.2p	520,232	2,153	0.4
ES RIVER AND MERCA UK EQUITY SMALLER COMPANIES	1.86	48,210	177,904	389.1024p	187,586	1,450	0.8
<b>Total for Open Ended Collectives</b>	<b>7.01</b>		<b>699,091</b>		<b>707,818</b>	<b>3,603</b>	<b>0.5</b>
<b>Total for UK Equities</b>			<b>2,156,942</b>		<b>2,341,205</b>	<b>46,450</b>	<b>2.0</b>

# Valuation continued from previous page

## North American Equities | 39.0% of portfolio

Chemicals							
Security	Portfolio (%)	Holding	Book Cost (£)	Market Price	Market Value (£)	Estimated Income (£)	Estimated Yield (%)
LINDE PLC COM EUR0.001	3.40	1,640	143,681	\$289.045	343,142	5,034	1.5
<b>Total for Chemicals</b>	<b>3.40</b>		<b>143,681</b>		<b>343,142</b>	<b>5,034</b>	<b>1.5</b>
Industrial Engineering							
DEERE & CO COM USD1	5.08	2,009	120,641	\$352.64 XD	512,833	5,235	1.0
<b>Total for Industrial Engineering</b>	<b>5.08</b>		<b>120,641</b>		<b>512,833</b>	<b>5,235</b>	<b>1.0</b>
Media							
CABLE ONE INC COM USD0.01	1.90	139	73,657	\$1909.365	192,118	1,006	0.5
<b>Total for Media</b>	<b>1.90</b>		<b>73,657</b>		<b>192,118</b>	<b>1,006</b>	<b>0.5</b>
Fixed Line Telecommunications							
LIBERTY BROADBAND COM USD0.01 CLASS C	0.75	605	38,807	\$173.705	76,073	0	0.0
<b>Total for Fixed Line Telecommunications</b>	<b>0.75</b>		<b>38,807</b>		<b>76,073</b>	<b>0</b>	<b>0.0</b>
Mobile Telecommunications							
COMCAST CORP COM USD0.01 CLA	2.96	7,249	205,287	\$57.025	299,232	5,247	1.8
<b>Total for Mobile Telecommunications</b>	<b>2.96</b>		<b>205,287</b>		<b>299,232</b>	<b>5,247</b>	<b>1.8</b>
Banks							
WELLS FARGO & CO COM USD1.666	2.77	8,545	253,663	\$45.285	280,112	2,474	0.9
<b>Total for Banks</b>	<b>2.77</b>		<b>253,663</b>		<b>280,112</b>	<b>2,474</b>	<b>0.9</b>
Life Insurance							
BERKSHIRE HATHAWAY COM USD0.0033 CLASS'B'	4.32	2,167	132,235	\$277.745	435,682	0	0.0
<b>Total for Life Insurance</b>	<b>4.32</b>		<b>132,235</b>		<b>435,682</b>	<b>0</b>	<b>0.0</b>
General Financial							
AMER EXPRESS CO COM USD0.20	4.94	4,172	202,954	\$165.285	499,163	5,194	1.0
MASTERCARD INCORPO COM USD0.0001 CLASS A	2.48	948	154,951	\$365.005	250,479	1,208	0.5
<b>Total for General Financial</b>	<b>7.43</b>		<b>357,905</b>		<b>749,643</b>	<b>6,402</b>	<b>0.9</b>
Software & Computer Services							
BOOKING HLDGS INC COM USD0.008	1.02	65	86,388	\$2187.47	102,925	0	0.0

# Valuation

continued from previous page

Security	Portfolio (%)	Holding	Book Cost (£)	Market Price	Market Value (£)	Estimated Income (£)	Estimated Yield (%)
S&P GLOBAL INC COM USD1	3.67	1,249	170,258	\$410.305	370,966	2,785	0.8
<b>Total for Software &amp; Computer Services</b>	<b>4.69</b>		<b>256,646</b>		<b>473,891</b>	<b>2,785</b>	<b>0.6</b>
Miscellaneous Equities							
CHARTER COMMUN INC COM USD0.001 CLASS A	1.80	347	82,685	\$721.52	181,235	0	0.0
MOODY'S CORP COM USD0.01	3.87	1,489	163,501	\$362.165	390,361	2,673	0.7
<b>Total for Miscellaneous Equities</b>	<b>5.66</b>		<b>246,186</b>		<b>571,596</b>	<b>2,673</b>	<b>0.5</b>
<b>Total for North American Equities</b>			<b>1,828,708</b>		<b>3,934,323</b>	<b>30,856</b>	<b>0.8</b>
European Equities   4.0% of portfolio							
Travel & Leisure							
RYANAIR HOLDINGS ORD EUR0.006	4.01	29,620	224,672	€15.925	404,926	0	0.0
<b>Total for Travel &amp; Leisure</b>	<b>4.01</b>		<b>224,672</b>		<b>404,926</b>	<b>0</b>	<b>0.0</b>
<b>Total for European Equities</b>			<b>224,672</b>		<b>404,926</b>	<b>0</b>	<b>0.0</b>
Japanese Equities   1.0% of portfolio							
Open Ended Collectives							
BAILLIE GIFFORD JAPANESE W1 DIS	1.04	5,780	104,965	£18.13 XD	104,791	1,187	1.1
<b>Total for Open Ended Collectives</b>	<b>1.04</b>		<b>104,965</b>		<b>104,791</b>	<b>1,187</b>	<b>1.1</b>
<b>Total for Japanese Equities</b>			<b>104,965</b>		<b>104,791</b>	<b>1,187</b>	<b>1.1</b>
Asia Pacific Equities   2.9% of portfolio							
Open Ended Collectives							
FIRST SENTIER INVR STEWART INVR'S ASIA PAC LDRS	2.89	94,205	287,853	309.92p	291,960	1,654	0.6
<b>Total for Open Ended Collectives</b>	<b>2.89</b>		<b>287,853</b>		<b>291,960</b>	<b>1,654</b>	<b>0.6</b>
<b>Total for Asia Pacific Equities</b>			<b>287,853</b>		<b>291,960</b>	<b>1,654</b>	<b>0.6</b>



# Valuation continued from previous page

## Emerging Market Equities | 1.1% of portfolio

Open Ended Collectives							
Security	Portfolio (%)	Holding	Book Cost (£)	Market Price	Market Value (£)	Estimated Income (£)	Estimated Yield (%)
FIL INV SVCS UK EMG MKTS R GBP ACC	1.07	72,870	107,629	148.3p	108,066	301	0.3
<b>Total for Open Ended Collectives</b>	1.07		<b>107,629</b>		<b>108,066</b>	<b>301</b>	<b>0.3</b>
<b>Total for Emerging Market Equities</b>			<b>107,629</b>		<b>108,066</b>	<b>301</b>	<b>0.3</b>

## Global Investments | 2.7% of portfolio

Media							
FOX CORP COM USD0.01 CLA	2.74	10,302	280,613	\$37.135	276,930	3,430	1.2
<b>Total for Media</b>	2.74		<b>280,613</b>		<b>276,930</b>	<b>3,430</b>	<b>1.2</b>
<b>Total for Global Investments</b>			<b>280,613</b>		<b>276,930</b>	<b>3,430</b>	<b>1.2</b>

## Absolute Return | 2.5% of portfolio

Bond Funds							
BNY MELLON FD MNGR SUSTAINABLE GBL DYN BD NWT	2.45	246,235	246,875	100.61p	247,737	0	0.0
<b>Total for Bond Funds</b>	2.45		<b>246,875</b>		<b>247,737</b>	<b>0</b>	<b>0.0</b>
<b>Total for Absolute Return</b>			<b>246,875</b>		<b>247,737</b>	<b>0</b>	<b>0.0</b>

## Property | 2.2% of portfolio

Closed Ended Collectives							
BLACKROCK FM LTD ISHARES GBL PROP SECS EQTY	2.16	114,720	206,904	189.8p	217,739	4,963	2.3
<b>Total for Closed Ended Collectives</b>	2.16		<b>206,904</b>		<b>217,739</b>	<b>4,963</b>	<b>2.3</b>
<b>Total for Property</b>			<b>206,904</b>		<b>217,739</b>	<b>4,963</b>	<b>2.3</b>

## Other Investments | 3.0% of portfolio

Infrastructure Inv Trust							
HICL INFRASTRUCTU. ORD GBP0.0001	1.50	91,070	154,951	165.8p XD	150,994	7,513	5.0
INT PUBLIC PARTNER ORD GBP0.0001	1.49	90,215	152,681	167p	150,659	6,559	4.4
<b>Total for Infrastructure Inv Trust</b>	2.99		<b>307,632</b>		<b>301,653</b>	<b>14,072</b>	<b>4.7</b>
<b>Total for Other Investments</b>			<b>307,632</b>		<b>301,653</b>	<b>14,072</b>	<b>4.7</b>

# Valuation

continued from previous page

Cash   6.3% of portfolio							
Cash							
Security	Portfolio (%)	Holding	Book Cost (£)	Market Price	Market Value (£)	Estimated Income (£)	Estimated Yield (%)
£ DEALING AND DEPOSIT ACCOUNT	6.25	630,561	630,561	1.00	630,561	0	0.0
£ INCOME ACCOUNT	0.03	2,639	2,639	1.00	2,639	0	0.0
Total for Cash	6.27		633,200		633,200	0	0.0
Total for Cash			633,200		633,200	0	0.0

# Summary

Account Name	Portfolio Code	Portfolio (%)	Book Cost (£)	Market Price	Market Value (£)	Estimated Income (£)	Estimated Yield (%)
BETSI CADWALADR UHB CHARITY PORTFOLIO	BETSI0001	100.00	7,581,207	N/A	10,094,890	117,729	1.2
Total for Portfolio			7,581,207		10,094,890	117,729	1.2

# Transaction Statement

Currency: GBP										
Contract Date	Bought / Sold	Security	Settlement Date	Bargain Number	Quantity	Unit Price	Charges		Debit	Credit
09/04/2021 01:00	BOUGHT as Agent	ES RIVER AND MERCA UK EQUITY SMALLER COMPANIES Order Type: Market Order, Venue: Off-Exchange Transactions - Listed Instruments	15/04/21	1GJB38653	26,700	367.85p			98,215.95	
09/04/2021 13:00	BOUGHT as Agent	JUPITER FUND MNGRS UK MID CAP U2 GBP INC Order Type: Market Order, Venue: Off-Exchange Transactions - Listed Instruments	15/04/21	1GKB35407	144,500	186.90p			270,070.50	
15/04/2021 01:00	BOUGHT as Agent	ES RIVER AND MERCA UK EQUITY SMALLER COMPANIES Order Type: Market Order, Venue: Off-Exchange Transactions - Listed Instruments	21/04/21	1GNB40942	21,510	370.47p			79,688.10	
15/04/2021 13:00	BOUGHT as Agent	JUPITER FUND MNGRS UK MID CAP U2 GBP INC Order Type: Market Order, Venue: Off-Exchange Transactions - Listed Instruments	21/04/21	1GNB45114	109,840	190.80p			209,574.72	
20/04/2021 11:23	BOUGHT as Agent	INT PUBLIC PARTNER ORD GBP0.0001 Order Type: Market Order, Venue: London Stock Exchange	22/04/21	1HBB37549	60,365	168.775p	PTM Levy:	1.00	101,882.03	
20/04/2021 11:29	BOUGHT as Agent	HICL INFRASTRUCTU. ORD GBP0.0001 Order Type: Market Order, Venue: London Stock Exchange	22/04/21	1HBB37733	60,010	170.528p	PTM Levy:	1.00	102,334.85	
20/04/2021 01:00	BOUGHT as Agent	BLACKROCK FM LTD ISHARES GBL PROP SECS EQTY Order Type: Market Order, Venue: Off-Exchange Transactions - Listed Instruments	23/04/21	1HBB42572	56,415	180p			101,547.00	
24/05/2021 11:32	BOUGHT as Agent	CRODA INTL ORD GBP0.10609756 Order Type: Market Order, Venue: London Stock Exchange	26/05/21	1JFB37092	1,970	6,868p	PTM Levy:	1.00	135,300.60	
24/05/2021 11:39	BOUGHT as Agent	FERGUSON PLC ORD GBP0.10 Order Type: Market Order, Venue: London Stock Exchange	26/05/21	1JFB37165	690	9,740p	PTM Levy:	1.00	67,207.00	
24/05/2021 11:43	BOUGHT as Agent	HICL INFRASTRUCTU. ORD GBP0.0001 Order Type: Market Order, Venue: London Stock Exchange	26/05/21	1JFB37224	31,060	169.40p	PTM Levy:	1.00	52,616.64	
24/05/2021 11:46	BOUGHT as Agent	ST JAMES'S PLACE ORD GBP0.15 Order Type: Market Order, Venue: London Stock Exchange	26/05/21	1JFB37254	3,920	1,377.50p	PTM Levy:	1.00	53,999.00	
24/05/2021 11:46	BOUGHT as Agent	COMPASS GROUP ORD GBP0.1105 Order Type: Market Order, Venue: London Stock Exchange	26/05/21	1JFB37256	3,475	1,569p	PTM Levy:	1.00	54,523.75	

# Transaction Statement

Contract Date	Bought / Sold	Security	Settlement Date	Bargain Number	Quantity	Unit Price		Charges	Debit	Credit
24/05/2021 11:45	BOUGHT as Agent	BARCLAYS PLC ORD GBP0.25 Order Type: Market Order, Venue: London Stock Exchange	26/05/21	1JFB37274	22,485	179.26p	PTM Levy:	1.00	40,307.61	
24/05/2021 11:45	BOUGHT as Agent	LEGAL & GENERAL GP ORD GBP0.025 Order Type: Market Order, Venue: London Stock Exchange	26/05/21	1JFB37278	23,995	280.80p	PTM Levy:	1.00	67,378.96	
24/05/2021 11:44	BOUGHT as Agent	UNILEVER PLC ORD GBP0.031111 Order Type: Market Order, Venue: London Stock Exchange	26/05/21	1JFB37281	1,245	4,291p	PTM Levy:	1.00	53,423.95	
24/05/2021 11:47	BOUGHT as Agent	RELX PLC GBP0.1444 Order Type: Market Order, Venue: London Stock Exchange	26/05/21	1JFB37283	2,850	1,888p	PTM Levy:	1.00	53,809.00	
24/05/2021 11:46	BOUGHT as Agent	GLAXOSMITHKLINE ORD GBP0.25 Order Type: Market Order, Venue: London Stock Exchange	26/05/21	1JFB37289	9,830	1,355.20p	PTM Levy:	1.00	133,217.16	
24/05/2021 11:45	BOUGHT as Agent	TAYLOR WIMPEY ORD GBP0.01 Order Type: Market Order, Venue: London Stock Exchange	26/05/21	1JFB37291	62,040	169.85p	PTM Levy:	1.00	105,375.94	
24/05/2021 11:50	BOUGHT as Agent	INT PUBLIC PARTNER ORD GBP0.0001 Order Type: Market Order, Venue: London Stock Exchange	26/05/21	1JFB37342	29,850	170.1779p	PTM Levy:	1.00	50,799.10	
24/05/2021 01:00	BOUGHT as Agent	BLACKROCK FM LTD ISHARES GBL PROP SECS EQTY Order Type: Market Order, Venue: Off-Exchange Transactions - Listed Instruments	27/05/21	1JFB40417	58,305	180.70p			105,357.14	
24/05/2021 01:00	BOUGHT as Agent	BNY MELLON FD MNGR SUSTAINABLE GBL DYN BD NWT Order Type: Market Order, Venue: Off-Exchange Transactions - Listed Instruments	27/05/21	1JFB41847	246,235	100.26p			246,875.21	
25/05/2021 01:00	BOUGHT as Agent	ROBECO LUX SA GLOBAL SDG CREDITS IH GBP Order Type: Market Order, Venue: Off-Exchange Transactions - Listed Instruments	28/05/21	1JHB40565	2,245	11,584p			260,060.80	
26/05/2021 01:00	BOUGHT as Agent	JUPITER UT MNGRS STRATEGIC BOND X GBP DIS Order Type: Market Order, Venue: Off-Exchange Transactions - Listed Instruments	01/06/21	1JHB42606	155,170	100.28p			155,604.48	
08/06/2021 12:00	BOUGHT as Agent	ROYAL LONDON AM ETHICAL BOND Z GBP DIS Order Type: Market Order, Venue: Off-Exchange Transactions - Listed Instruments	11/06/21	1KGB39276	218,135	119.40p			260,453.19	
11/06/2021 10:03	BOUGHT as Agent	UNILEVER PLC ORD GBP0.031111 Order Type: Market Order, Venue: London Stock Exchange	15/06/21	1KJB36079	1,285	4,268.3783p	PTM Levy:	1.00	54,849.66	

# Transaction Statement

Contract Date	Bought / Sold	Security	Settlement Date	Bargain Number	Quantity	Unit Price	Charges	Debit	Credit
11/06/2021 10:05	BOUGHT as Agent	RELX PLC GBP0.1444 Order Type: Market Order, Venue: London Stock Exchange	15/06/21	1KJB36130	3,010	1,901.921p	PTM Levy: 1.00	57,248.82	
11/06/2021 10:09	BOUGHT as Agent	COMPASS GROUP ORD GBP0.1105 Order Type: Market Order, Venue: London Stock Exchange	15/06/21	1KJB36213	3,360	1,614.50p	PTM Levy: 1.00	54,248.20	
11/06/2021 10:05	BOUGHT as Agent	FERGUSON PLC ORD GBP0.10 Order Type: Market Order, Venue: London Stock Exchange	15/06/21	1KJB36215	690	9,560p	PTM Levy: 1.00	65,965.00	
23/06/2021 11:10	SOLD as Agent	LLOYDS BANKING GP ORD GBP0.1 Order Type: Market Order, Venue: London Stock Exchange	25/06/21	1LHS37489	314,501	47.18p	PTM Levy: 1.00		148,380.57
23/06/2021 11:13	SOLD as Agent	ASHTED GROUP ORD GBP0.10 Order Type: Market Order, Venue: London Stock Exchange	25/06/21	1LHS37707	3,065	5,186p	PTM Levy: 1.00		158,949.90
23/06/2021 11:23	BOUGHT as Agent	ST JAMES'S PLACE ORD GBP0.15 Order Type: Market Order, Venue: London Stock Exchange	25/06/21	1LHB37815	3,360	1,501.55p	PTM Levy: 1.00	50,453.08	
23/06/2021 11:22	BOUGHT as Agent	LEGAL & GENERAL GP ORD GBP0.025 Order Type: Market Order, Venue: London Stock Exchange	25/06/21	1LHB37818	26,815	268.40p	PTM Levy: 1.00	71,972.46	
23/06/2021 11:28	BOUGHT as Agent	BARCLAYS PLC ORD GBP0.25 Order Type: Market Order, Venue: London Stock Exchange	25/06/21	1LHB37904	24,560	173.14p	PTM Levy: 1.00	42,524.18	
23/06/2021 11:32	SOLD as Agent	ADMIRAL GROUP ORD GBP0.001 Order Type: Market Order, Venue: London Stock Exchange	25/06/21	1LHS38011	6,159	3,242p	PTM Levy: 1.00		199,673.78
23/06/2021 01:00	BOUGHT as Agent	FIRST SENTIER INVR STEWART INVRS ASIA PAC LDRS Order Type: Market Order, Venue: Off-Exchange Transactions - Listed Instruments	29/06/21	1LHB41350	94,205	305.56p		287,852.80	
23/06/2021 13:00	BOUGHT as Agent	JUPITER FUND MNGRS UK MID CAP U2 GBP INC Order Type: Market Order, Venue: Off-Exchange Transactions - Listed Instruments	29/06/21	1LHB41826	22,085	188.10p		41,541.89	
25/06/2021 01:00	BOUGHT as Agent	FIL INV SVCS UK EMG MKTS R GBP ACC Order Type: Market Order, Venue: Off-Exchange Transactions - Listed Instruments	30/06/21	1LJB38801	72,870	147.70p		107,628.99	
25/06/2021 01:00	BOUGHT as Agent	BAILLIE GIFFORD JAPANESE W1 DIS Order Type: Market Order, Venue: Off-Exchange Transactions - Listed Instruments	30/06/21	1LJB43117	5,780	1,816p		104,964.80	

# Capital Reorganisations & Asset Movements

Date	Previous Holdings	Security	Narrative	New Holdings	New Security
16/04/2021	0	Linde PLC Com EUR0.001	Transfer from Rothschild & Co	1,640	Linde PLC Com EUR0.001
16/04/2021	0	Amer Express Co Com USD0.20	Transfer from Rothschild & Co	4,172	Amer Express Co Com USD0.20
16/04/2021	0	Berkshire Hathaway Com USD0.0033 Class'B	Transfer from Rothschild & Co	2,167	Berkshire Hathaway Com USD0.0033 Class'B
16/04/2021	0	Booking HLDGS Inc Com USD0.008	Transfer from Rothschild & Co	65	Booking HLDGS Inc Com USD0.008
16/04/2021	0	Cable One Inc Com USD0.01	Transfer from Rothschild & Co	139	Cable One Inc Com USD0.01
16/04/2021	0	Charter Commun Inc Com USD0.001 Class A	Transfer from Rothschild & Co	347	Charter Commun Inc Com USD0.001 Class A
16/04/2021	0	Comcast Corp Com USD0.01 CLA	Transfer from Rothschild & Co	7,249	Comcast Corp Com USD0.01 CLA
16/04/2021	0	Deere & Co Com USD1	Transfer from Rothschild & Co	2,009	Deere & Co Com USD1
16/04/2021	0	Fox Corp Com USD0.01 CLA	Transfer from Rothschild & Co	10,302	Fox Corp Com USD0.01 CLA
16/04/2021	0	Liberty Broadband Com USD0.01 Class C	Transfer from Rothschild & Co	605	Liberty Broadband Com USD0.01 Class C
16/04/2021	0	Mastercard Incorpo Com USD0.0001 Class A	Transfer from Rothschild & Co	948	Mastercard Incorpo Com USD0.0001 Class A
16/04/2021	0	Moodys Corp Com USD0.01	Transfer from Rothschild & Co	1,489	Moodys Corp Com USD0.01
16/04/2021	0	S&P Global Inc Com USD1	Transfer from Rothschild & Co	1,249	S&P Global Inc Com USD1
16/04/2021	0	Wells Fargo & Co Com USD1.666	Transfer from Rothschild & Co	8,545	Wells Fargo & Co Com USD1.666
19/04/2021	0	Ashtead Group ORD GBP0.10	Transfer from Rothschild & Co	7,315	Ashtead Group ORD GBP0.10
19/04/2021	0	Lloyds Banking GP ORD GBP0.1	Transfer from Rothschild & Co	546,861	Lloyds Banking GP ORD GBP0.1
19/04/2021	0	Admiral Group ORD GBP0.001	Transfer from Rothschild & Co	10,374	Admiral Group ORD GBP0.001
19/04/2021	0	Lyxor Asst MGM Lux Us Tips DR Ucits Etf MTH HD	Transfer from Rothschild & Co	4,785	Lyxor Asst MGM Lux Us Tips DR Ucits Etf MTH HD
19/04/2021	0	Ryanair Holdings ORD EUR0.006	Transfer from Rothschild & Co	29,620	Ryanair Holdings ORD EUR0.006



# Income Statement

Currency: GBP				
Date	Narrative	Payments	Receipts	Balance
01/04/2021	Opening Balance			0.00
08/04/2021	Payment Received by Faster Payment		3,251.40	3,251.40
27/04/2021	Gross Interest to - 26/04/21			3,251.40
05/05/2021	Transfer to Deposit Account	3,251.40		0.00
02/06/2021	Div Wells Fargo 8545		511.85	511.85
04/06/2021	Div Admiral GRP 10374		8,921.64	9,433.49
07/06/2021	Transfer to Deposit Account	9,433.49		0.00
11/06/2021	Div Moodys 1489		553.70	553.70
17/06/2021	Div S&P Glob 1249		584.07	1,137.77
18/06/2021	Div Lindepar 1640		1,250.02	2,387.79
21/06/2021	Div Cabe One 139		213.23	2,601.02
30/06/2021	Div Hicl Infr 91070		37.70	2,638.72
	<b>Total</b>	<b>12,684.89</b>	<b>15,323.61</b>	

# Dealing and Deposit Statement

Currency: GBP					
Date	Narrative	Price	Debit	Credit	Balance
01/04/2021	Opening Balance				0.00
07/04/2021	Payment Received by Chaps from Client			712,521.84	712,521.84
09/04/2021	Purchase 26700 Es River and Mercantile Icvc	367.85p	98,215.95		614,305.89
12/04/2021	Purchase 144500 Jupiter Fund Managers Limited	186.90p	270,070.50		344,235.39
12/04/2021	Payment Received by Faster Payment			73,715.72	417,951.11
15/04/2021	Purchase 21510 Es River and Mercantile Icvc	370.47p	79,688.10		338,263.01
15/04/2021	Purchase 109840 Jupiter Fund Managers Limited	190.80p	209,574.72		128,688.29
19/04/2021	Payment Received by Chaps from Client			763,444.65	892,132.94

# Dealing and Deposit Statement continued from previous page

Date	Narrative	Price	Debit	Credit	Balance
	Brought forward balance				892,132.94
20/04/2021	Purchase 60365 International Public Partnership	168.775p	101,882.03		790,250.91
20/04/2021	Purchase 60010 Hicl Infrastructure PLC	170.528p	102,334.85		687,916.06
20/04/2021	Purchase 56415 Blackrock Fund Managers LTD	180p	101,547.00		586,369.06
27/04/2021	Payment Received by Chaps from Client			257,242.74	843,611.80
05/05/2021	Transfer from Income Account			3,251.40	846,863.20
17/05/2021	Payment Received by Faster Payment			304,979.05	1,151,842.25
20/05/2021	Payment Received by Faster Payment			4,990.43	1,156,832.68
20/05/2021	Payment Received by Faster Payment			253,187.28	1,410,019.96
24/05/2021	Purchase 1970 Croda International	6.868p	135,300.60		1,274,719.36
24/05/2021	Purchase 690 Ferguson PLC	9.740p	67,207.00		1,207,512.36
24/05/2021	Purchase 31060 Hicl Infrastructure PLC	169.40p	52,616.64		1,154,895.72
24/05/2021	Purchase 3920 ST James's Place	1,377.50p	53,999.00		1,100,896.72
24/05/2021	Purchase 3475 Compass Group PLC	1.569p	54,523.75		1,046,372.97
24/05/2021	Purchase 22485 Barclays PLC	179.26p	40,307.61		1,006,065.36
24/05/2021	Purchase 23995 Legal & General Group	280.80p	67,378.96		938,686.40
24/05/2021	Purchase 1245 Unilever PLC	4.291p	53,423.95		885,262.45
24/05/2021	Purchase 2850 Relx PLC	1.888p	53,809.00		831,453.45
24/05/2021	Purchase 9830 Glaxosmithkline	1,355.20p	133,217.16		698,236.29
24/05/2021	Purchase 62040 Taylor Wimpey	169.85p	105,375.94		592,860.35
24/05/2021	Purchase 29850 International Public Partnership	170.1779p	50,799.10		542,061.25
24/05/2021	Purchase 58305 Blackrock Fund Managers LTD	180.70p	105,357.14		436,704.11
24/05/2021	Purchase 246235 BNY Mellon Fund Managers Limited	100.26p	246,875.21		189,828.90
24/05/2021	Payment Received by Chaps from Client			363,277.65	553,106.55
26/05/2021	Purchase 2245 Robeco Luxembourg Sa	11.584p	260,060.80		293,045.75
26/05/2021	Purchase 155170 Jupiter Unit Trust Managers	100.28p	155,604.48		137,441.27

# Dealing and Deposit Statement continued from previous page

Date	Narrative	Price	Debit	Credit	Balance
	Brought forward balance				137,441.27
02/06/2021	Payment Received by Faster Payment			3,117.11	140,558.38
03/06/2021	Payment Received by Chaps from Client			257,292.00	397,850.38
04/06/2021	Payment Received by Chaps from Client			257,292.00	655,142.38
07/06/2021	Transfer from Income Account			9,433.49	664,575.87
08/06/2021	Purchase 218135 Royal London Asset Management	119.40p	260,453.19		404,122.68
11/06/2021	Purchase 1285 Unilever PLC	4,268.3783p	54,849.66		349,273.02
11/06/2021	Purchase 3010 Relx PLC	1,901.921p	57,248.82		292,024.20
11/06/2021	Purchase 3360 Compass Group PLC	1,614.50p	54,248.20		237,776.00
11/06/2021	Purchase 690 Ferguson PLC	9,560p	65,965.00		171,811.00
22/06/2021	Payment Received by Chaps from Client			372,959.74	544,770.74
23/06/2021	Sale 314501 Lloyds Banking Group	47.18p		148,380.57	693,151.31
23/06/2021	Sale 3065 Ashtead Group	5,186p		158,949.90	852,101.21
23/06/2021	Purchase 3360 ST James's Place	1,501.55p	50,453.08		801,648.13
23/06/2021	Purchase 26815 Legal & General Group	268.40p	71,972.46		729,675.67
23/06/2021	Purchase 24560 Barclays PLC	173.14p	42,524.18		687,151.49
23/06/2021	Sale 6159 Admiral Group	3,242p		199,673.78	886,825.27
23/06/2021	Purchase 94205 First Sentier Invrs (Uk) FDS LTD	305.56p	287,852.80		598,972.47
23/06/2021	Purchase 22085 Jupiter Fund Managers Limited	188.10p	41,541.89		557,430.58
25/06/2021	Purchase 72870 Fil Investment Services(Uk)limited	147.70p	107,628.99		449,801.59
25/06/2021	Purchase 5780 Baillie Gifford & Co	1,816p	104,964.80		344,836.79
29/06/2021	Payment Received by Chaps from Client			285,724.51	630,561.30
	<b>Total</b>		<b>3,798,872.56</b>	<b>4,429,433.86</b>	

# Dealing and Deposit Statement continued from previous page

**This is a summary of charges deducted from your GBP account during the period 1 April 2021 to 30 June 2021**

Total Brewin Dolphin management fees (inc. VAT where applicable)	0.00
Total dealing charges	24.00
Other Brewin Dolphin charges (inc. VAT where applicable)	0.00
Intermediary charge (inc. VAT where applicable)	0.00
Total fees and charges deducted during the period	24.00

*Please note a more detailed breakdown is available upon request.*

Please note that some investments have embedded costs which are not charged directly to your account. The impact of these costs is included when we calculate and report the overall performance returns of your portfolio. From January 2019, you can find a more detailed breakdown of your costs and charges in your annual disclosure document. If you have any questions related to this, please do not hesitate to contact your Investment Manager.

# Interest Rate Notification

## Interest rates payable on uninvested credit balances held on deposit

Please read in conjunction with notes below.

### Clients of UK branches of Brewin Dolphin Limited (excluding Channel Islands)

Account	Effective Date	Balance From	To	Gross Rate p.a.
<b>Sterling</b>	12/03/2020	All balances		0.00%
<b>Euro</b>	02/04/2012	All balances		0.00%
<b>US Dollar</b>	18/12/2008	All balances		0.00%
<b>ISA</b>	12/03/2020	All balances		0.00%

### Clients of UK branches of Brewin Dolphin Limited - Channel Islands

Account	Effective Date	Balance From	To	Gross Rate p.a.
<b>Sterling</b>	12/03/2020	All balances		0.00%
<b>Euro</b>	15/09/2014	All balances		0.00%
<b>US Dollar</b>	18/12/2008	All balances		0.00%

## Interest rate charged on debit balances

Gross Rate p.a.
5.50%

### Notes

1. Interest rates are the gross rates in force from the effective date and are payable only on uninvested credit balances held on your account and are based on the account balance. Income, including dividends, within the income account does not earn interest.
2. Interest is paid gross and it is your responsibility to report and pay any tax due under self-assessment to HM Revenue and Customs (HMRC) or any other relevant tax authority.
3. Interest is calculated on a daily basis and paid in accordance with our Terms.
4. The interest rate band within which the balance falls is applicable to the entire balance.
5. In accordance with our Terms, if you fail to pay us an amount due, we reserve the right to charge interest on the overdue amount. Such interest will accrue daily until payment is received in full.
6. Other interest rates may be available on application.
7. Interest rates are subject to change and will be notified to you. Please refer to [www.brewin.co.uk/fees-and-charges](http://www.brewin.co.uk/fees-and-charges) for the current rates.

# Guide to Valuation

## Basis of Valuation

This valuation was prepared for your information on the date shown. Please note that the values listed will not necessarily be those achieved on sale of the holdings.

Valuations will be prepared, generally, on the basis of the middle market price at the close of business on the valuation date, and as supplied by external information providers. For certain securities, the price may be on a different basis, e.g. last trade or bid price.

Tax information will be sent to you separately from this report on an annual basis.

Where an estimated yield or income is displayed, this is forecast based on the past 12 months' dividend payments and represents the gross income received.

Where we have treated a holding to be Negligible Value for CGT purposes, we have removed the stock from the portfolio. Should we receive a liquidation payment it will be credited to your account.

Unless securities are held in our custody, we cannot accept any liability for error. In particular, figures included on the Performance Summary page could be inaccurate. Please ensure that the holdings shown on this valuation are correct. No liability will be accepted for errors beyond our control. Where original cost figures are not available the notation N/A may be used or a nominal sum may be inserted. This may make the total book cost figures inaccurate but will not affect the current value.

Please note that the book costs used in this valuation are calculated on a 'straight line' basis with transactions pooled chronologically. This can differ considerably from the cost used for Capital Gains Tax calculations due to the complex share identification rules. If you have any queries, please consult your investment advisor before dealing.

## Custody of Investments

The investments listed in the valuation are held in your own name or on your behalf by and registered in the name, or held for the account of, our nominee company (which is a company in our Group and which does not itself trade). Foreign securities and certain other types of securities will be held by a sub-custodian and (save in the case of bearer securities) registered in the name of the sub-custodian's nominee.

We hold and protect assets in your portfolio under the FCA custody rules. Please note that where we are showing memorandum asset entries on your valuation that you are holding with another third party and not Brewin Dolphin, these are shown for your information only and these assets are not protected by Brewin Dolphin under the FCA custody rules.

## Dealing and Deposit Account Statement

The report excludes any outstanding settlements at the date of this report.

## Exchange Rates

The WM/Reuters Closing Spot Rates provided by Thomson Reuters ("TR") in conjunction with Reuters. TR shall not be liable for any errors in or delays in providing or making available the data contained within this service or for any actions taken in reliance on the same, except to the extent that the same is directly caused by its or its employees' negligence.

## Privacy Notice

At Brewin Dolphin we take your privacy seriously. We publish a privacy notice detailing how your data is handled on our website: <https://www.brewin.co.uk/privacy-notice/>. From time to time we will update the privacy notice should a business process change. We have recently updated the notice and recommend that you read it; a hard copy is available on request.

## Glossary

**Portfolio return** – The compound growth of the portfolio as a percentage. This includes investment income (e.g. dividends and interest) and capital appreciation/depreciation.

**Linked benchmark return** – The compound growth of the benchmark which has been agreed as matching your investment objectives.

**Net capital added/withdrawn** – The net value of all capital asset movements in or out of the portfolio during the period. This includes the value of stocks transferred, cash transfers and fees deducted from the account.

**Income withdrawn** – The total of all income withdrawn from the portfolio throughout the period.

**Capital appreciation/depreciation** – The change in value of capital in the portfolio.

**Income received** – The total income (e.g. dividends and interest) received throughout the period.



## Suitability

We regularly review the assets in your portfolio to ensure they remain suitable in achieving your investment objectives. There may be instances when the assets you hold are not aligned to our strategic asset allocation for your risk mandate. This could happen in the following instances:

- Current market conditions
- Cash/ stock movements into or out of your portfolio
- Holdings where we are restricted from acting (e.g. cherished holdings, CGT constraints)
- In times of significant market risk

# Asset Confirmation

---

As part of our commitment to keeping you informed about your assets we will write to you once a quarter to provide details of the securities and assets held by Brewin Dolphin.

This report contains a schedule for each account listed on the front cover. If you transferred your portfolio to our custody recently, this statement only reflects what has been received by us on or before 30 June 2021. Please note that we have included all assets held within group nominee companies or safe custody, including any securities that are held in ISA accounts and any foreign securities that we hold on your behalf. Where applicable the schedules also include cash held on your behalf. The report will not include assets held outside of our safe custody in a client's own name or by another third party.

In some instances, defunct or suspended stock may be included on this report. As these stocks continue to be registered as held by us, we are required to include them in this report, even if your account has been closed.

## General Disclosures

All assets shown within your Asset Confirmation report are held by Brewin Dolphin on your behalf and are subject to MiFID protection.

## Client Money

We hold and protect money in your portfolio under the FCA Client Money rules.

## How is Your Money Protected?

In the unlikely event that a particular bank becomes insolvent; added protection may be available through the UK's Financial Services Compensation Scheme (FSCS) for eligible deposits.

For more information about the FSCS, please see the following:

- the FSCS home page, which can be found here: <https://www.fscs.org.uk> and
- the FSCS's questions and answers page, which can be found here: <https://www.fscs.org.uk/what-we-cover-questions-and-answers/>.

## What to do next?

\* This report does not require any action on your part unless you have a query regarding the holdings or cash position. In which case please notify us in writing, to the address below, or by sending an email to [AssetConfirmation@brewin.co.uk](mailto:AssetConfirmation@brewin.co.uk). Alternatively you can telephone 0203 201 3230 between 09:00-17:00 (GMT) Monday to Friday and speak to a member of our asset confirmation team.

- ASSET CONFIRMATION TEAM, BREWIN DOLPHIN, 12 SMITHFIELD STREET, LONDON, EC1A 9BD.

\* If you have a question relating to investment decisions, wish to request a valuation or give notification of an address change, then please contact your usual Investment Manager.

# List of Holdings

as at 30 June 2021

Holdings	Security	Sedol Code
4,215	ADMIRAL GROUP ORD GBP0.001	B02J639
4,172	AMER EXPRESS CO COM USD0.20	2026082
4,250	ASHTAD GROUP ORD GBP0.10	0053673
5,780	BAILLIE GIFFORD JAPANESE W1 DIS	BFWK8H5
47,045	BARCLAYS PLC ORD GBP0.25	3134865
2,167	BERKSHIRE HATHAWAY COM USD0.0033 CLASS'B'	2073390
114,720	BLACKROCK FM LTD ISHARES GBL PROP SECS EQTY	B848DD9
246,235	BNY MELLON FD MNGR SUSTAINABLE GBL DYN BD NWT	BKV28H7
65	BOOKING HLDGS INC COM USD0.008	BDRXDB4
139	CABLE ONE INC COM USD0.01	BZ07DS4
347	CHARTER COMMUN INC COM USD0.001 CLASS A	BZ6VT82
7,249	COMCAST CORP COM USD0.01 CL A	2044545
6,835	COMPASS GROUP ORD GBP0.1105	BD6K457
1,970	CRODA INTL ORD GBP0.10609756	BJFFLV0
2,009	DEERE & CO COM USD1	2261203
48,210	ES RIVER AND MERCA UK EQUITY SMALLER COMPANIES	BK6NVB0
1,380	FERGUSON PLC ORD GBP0.10	BJVNSS4
72,870	FIL INV SVCS UK EMG MKTS R GBP ACC	BMDNKR6
94,205	FIRST SENTIER INVR STEWART INVR ASIA PAC LDRS	B57S0V2
10,302	FOX CORP COM USD0.01 CL A	BJJMGL2
9,830	GLAXOSMITHKLINE ORD GBP0.25	0925288
91,070	HICL INFRASTRUCTU. ORD GBP0.0001	BJLP1Y7
90,215	INT PUBLIC PARTNER ORD GBP0.0001	B188SR5
276,425	JUPITER FUND MNGRS UK MID CAP U2 GBP INC	BHBX8P7
155,170	JUPITER UT MNGRS STRATEGIC BOND X GBP DIS	BKSFXW9
50,810	LEGAL & GENERAL GP ORD GBP0.025	0560399
605	LIBERTY BROADBAND COM USD0.01 CLASS C	BRTLC06
1,640	LINDE PLC COM EUR0.001	BZ12WP8
232,360	LLOYDS BANKING GP ORD GBP0.1	0870612
4,785	LYXOR ASST MGM LUX US TIPS DR UCITS ETF MTH HD	BDFFKC2
948	MASTERCARD INCORPO COM USD0.0001 CLASS A	B121557
1,489	MOODYS CORP COM USD0.01	2252058

Holdings	Security	Sedol Code
5,860	RELX PLC GBP0.1444	B2B0DG9
2,245	ROBEKO LUX SA GLOBAL SDG CREDITS IH GBP	BL0MHH8
218,135	ROYAL LONDON AM ETHICAL BOND Z GBP DIS	BJ4KSZ9
29,620	RYANAIR HOLDINGS ORD EUR0.006	BYTBXV3
1,249	S&P GLOBAL INC COM USD1	BYV2325
7,280	ST JAMES'S PLACE ORD GBP0.15	0766937
62,040	TAYLOR WIMPEY ORD GBP0.01	0878230
2,530	UNILEVER PLC ORD GBP0.031111	B10RZP7
8,545	WELLS FARGO & CO COM USD1.666	2649100

## Cash Balances

as at 30 June 2021

Currency	Deposit	Income	Dealing
STERLING	630,561.30	2,638.72	0.00

MRS R J HUGHES  
FINANCE DEPARTMENT  
WREXHAM MAELOR HOSPITAL  
CROESNEWYDD ROAD  
WREXHAM  
LL13 7TD

If you have any questions or require advice please contact us

**T** 02920 340100

Brewin Dolphin Ltd, 2nd Floor, 5 Callaghan Square, Cardiff, CF10 5BT

---



---

# Portfolio Report

## BCUHB ACCOUNTS

in GBP  
01/06/2021 to 30/06/2021



# Table of Contents

---

<b>Consolidated overview for all portfolios</b>	
Overview .....	2
Performance Overview - 12 Month Rolling .....	3
Performance Overview - Historical .....	4
Performance of selected Indices .....	5
Asset Allocation .....	6
Currency Allocation (Risk Currency) .....	7
Overview .....	9
Portfolio Statement .....	10
Realisations .....	12
Cash Statement .....	14

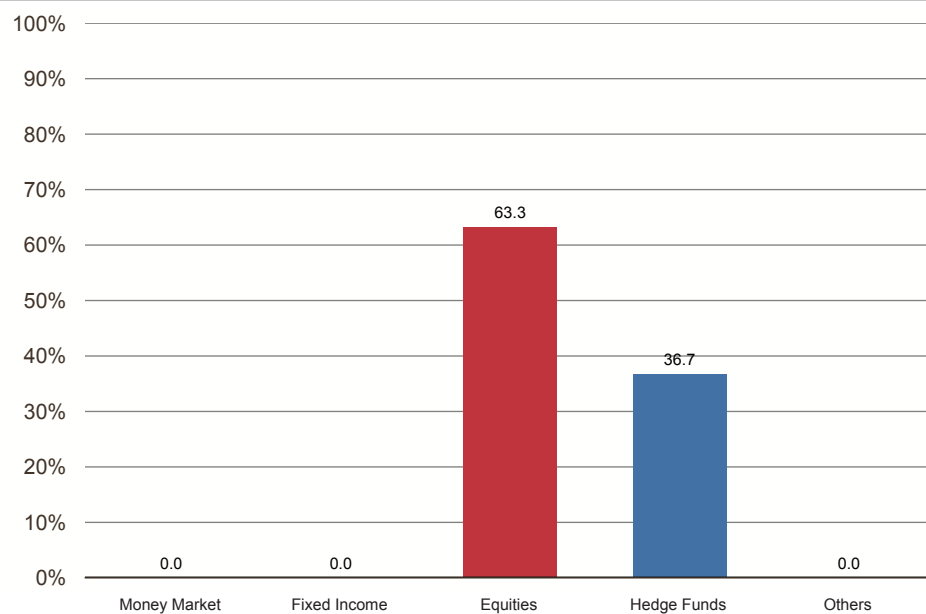


# Overview

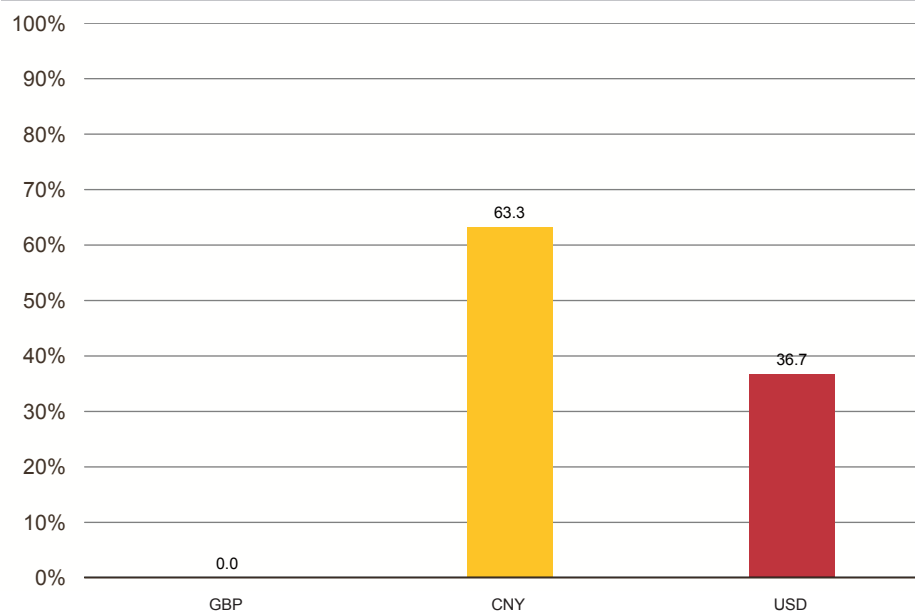


Portfolio	Pound Sterling			Value as at 30/06/2021	Performance	Performance YTD
	Value as at 01/06/2021	Contributions / Withdrawals	Market movements			
1202739.01 BCUHB - MAIN ACCOUNT GBP	1,598,309.70	-1,176,385.36	27,159.75	449,084.09	+3.68%	+10.08%

## Asset Allocation

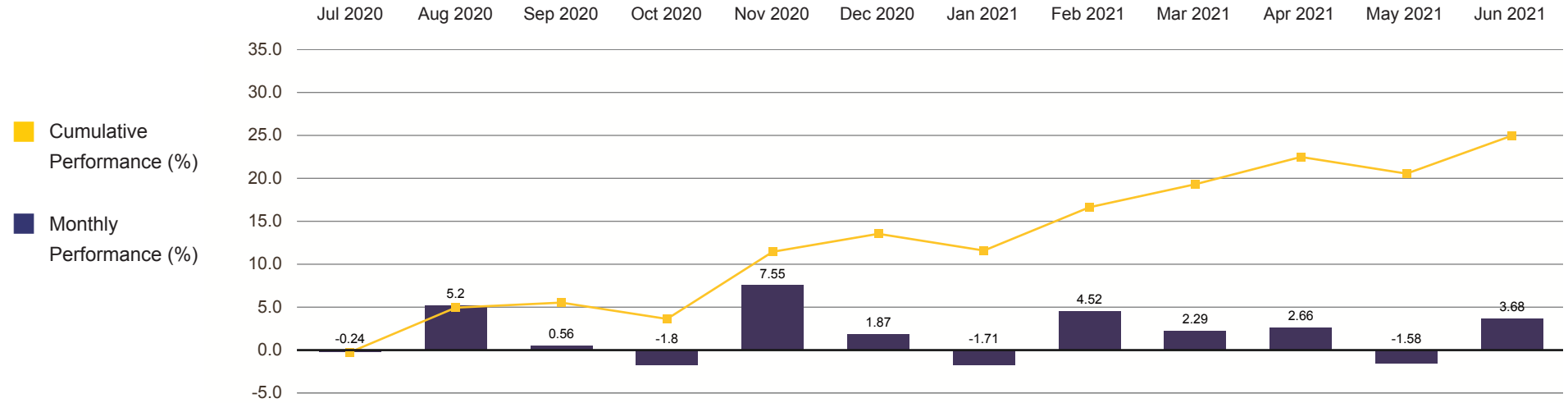


## Currency Allocation (Risk Currency)





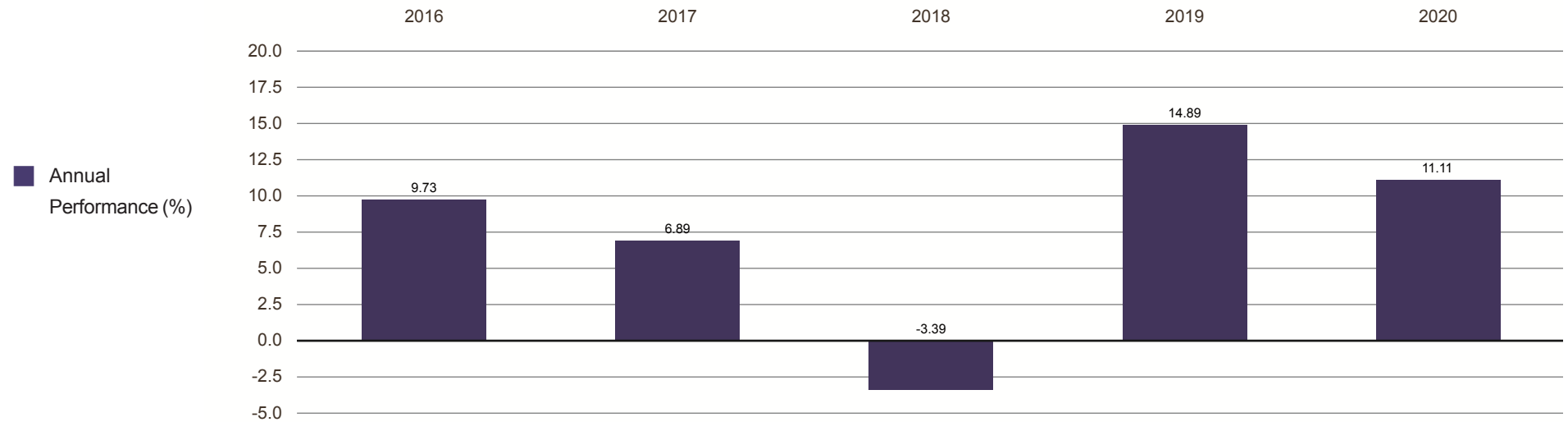
# Performance Overview - 12 Month Rolling



Period (in GBP)	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021
Opening Value	8,432,144	8,411,918	8,849,265	8,898,607	8,737,993	9,397,736	9,573,685	9,409,805	9,835,489	10,060,638	2,579,803	1,598,310
Closing Value	8,411,918	8,849,265	8,898,607	8,737,993	9,397,736	9,573,685	9,409,805	9,835,489	10,060,638	2,579,803	1,598,310	449,084
Contributions / Withdrawals	0	0	0	0	0	0	0	0	0	-7,737,924	-926,434	-1,176,385
Monthly Performance (%)	-0.24%	+5.20%	+0.56%	-1.80%	+7.55%	+1.87%	-1.71%	+4.52%	+2.29%	+2.66%	-1.58%	+3.68%
Cumulative Performance (%)	-0.24%	+4.95%	+5.53%	+3.63%	+11.45%	+13.54%	+11.59%	+16.64%	+19.31%	+22.49%	+20.55%	+24.98%



## Performance Overview - Historical

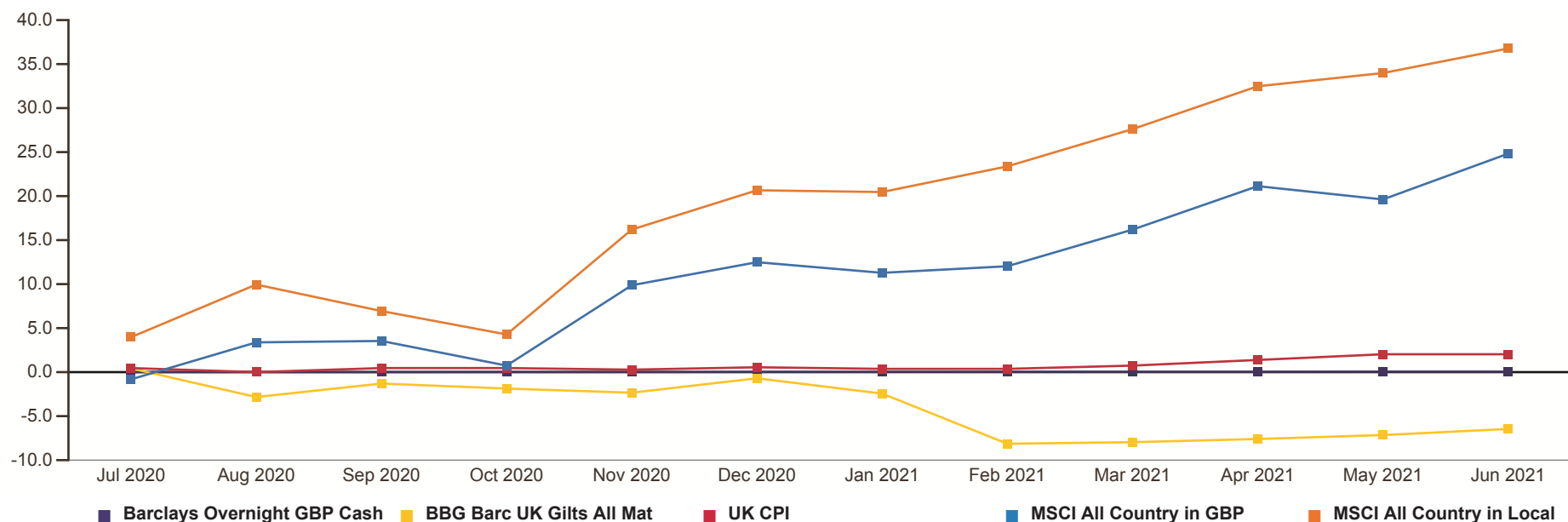


Period (in GBP)	2016	2017	2018	2019	2020
Opening Value	8,388,863	8,627,567	7,763,640	7,500,171	8,616,668
Closing Value	8,627,567	7,763,640	7,500,171	8,616,668	9,573,685
Contributions / Withdrawals	-528,584	-1,400,000	0	0	0
Annual Performance (%)	+9.73%	+6.89%	-3.39%	+14.89%	+11.11%

Opening date: 06/09/2011



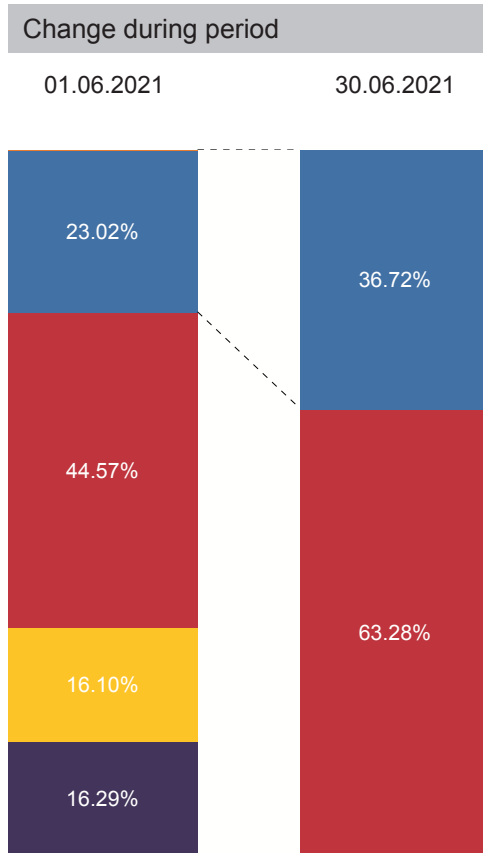
# Performance of selected Indices



Month	Month	Cumulative	Month	Cumulative	Month	Cumulative	Month	Cumulative	Month	Cumulative
Jul 2020	+0.01%	+0.01%	+0.42%	+0.42%	+0.46%	+0.46%	-0.82%	-0.82%	+3.97%	+3.97%
Aug 2020	+0.00%	+0.01%	-3.23%	-2.83%	-0.46%	+0.00%	+4.24%	+3.38%	+5.76%	+9.95%
Sep 2020	+0.00%	+0.01%	+1.57%	-1.30%	+0.46%	+0.46%	+0.16%	+3.54%	-2.74%	+6.94%
Oct 2020	+0.00%	+0.02%	-0.58%	-1.87%	+0.00%	+0.46%	-2.71%	+0.74%	-2.49%	+4.28%
Nov 2020	+0.00%	+0.02%	-0.47%	-2.34%	-0.18%	+0.28%	+9.06%	+9.87%	+11.43%	+16.20%
Dec 2020	+0.00%	+0.03%	+1.67%	-0.70%	+0.28%	+0.55%	+2.39%	+12.49%	+3.85%	+20.66%
Jan 2021	+0.00%	+0.03%	-1.75%	-2.44%	-0.18%	+0.37%	-1.08%	+11.28%	-0.17%	+20.46%
Feb 2021	+0.00%	+0.04%	-5.85%	-8.14%	+0.00%	+0.37%	+0.68%	+12.03%	+2.43%	+23.38%
Mar 2021	+0.00%	+0.04%	+0.20%	-7.96%	+0.37%	+0.74%	+3.71%	+16.19%	+3.42%	+27.61%
Apr 2021	+0.00%	+0.04%	+0.38%	-7.60%	+0.64%	+1.38%	+4.25%	+21.13%	+3.82%	+32.48%
May 2021	+0.00%	+0.05%	+0.49%	-7.15%	+0.64%	+2.03%	-1.24%	+19.62%	+1.13%	+33.98%
Jun 2021	+0.00%	+0.05%	+0.74%	-6.46%	+0.00%	+2.03%	+4.35%	+24.82%	+2.08%	+36.77%



# Asset Allocation



Analysis as at 30.06.2021						in GBP
Asset class	Value as at 30/06/2021	%	Performance in Listing Currency	FX effect	Performance	Contribution
Money Market	0.00	0.00%	+0.00%	+0.00%	+0.00%	+0.00%
Fixed Income	0.00	0.00%	+0.00%	+0.00%	+0.00%	+0.00%
Equities	284,175.66	63.28%	+4.11%	+3.00%	+7.23%	+3.20%
Hedge Funds	164,908.43	36.72%	-1.21%	+2.84%	+1.60%	+0.51%
Others	0.00	0.00%	-100.00%	+0.00%	-100.00%	-0.04%
<b>Total</b>	<b>449,084.09</b>	<b>100.00%</b>				



# Currency Allocation (Risk Currency)



FX forwards are valued on a daily basis using a combination of the current FX rates and the relevant interest rate curves. The values of the FX forwards in their respective risk currencies are shown as per the opening trade amount and as such do not account for the daily change in the interest rate curve.



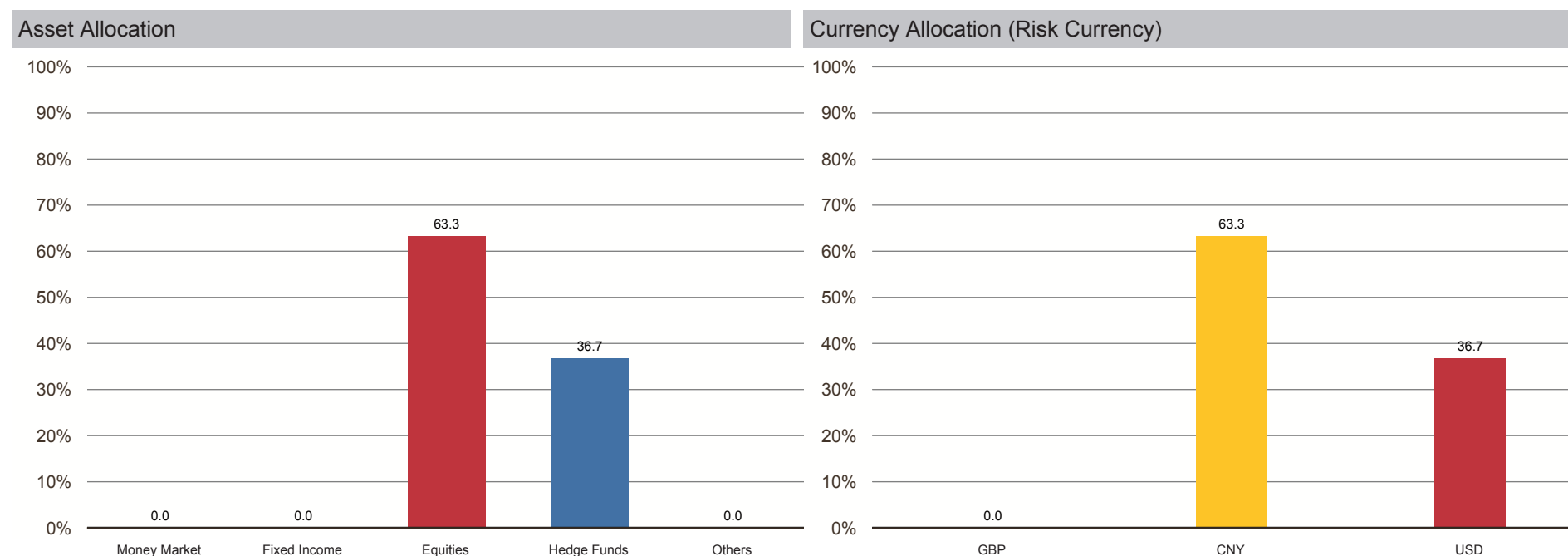
---

<b>Portfolio Name</b>	<b>1202739.01 BCUHB - MAIN ACCOUNT GBP</b>
<b>Reference Currency</b>	<b>Pound Sterling</b>
<b>Reporting period</b>	<b>01/06/2021 - 30/06/2021</b>

# Overview



Portfolio	Pound Sterling			Value as at 30/06/2021	Performance	Performance YTD
	Value as at 01/06/2021	Contributions / Withdrawals	Market movements			
1202739.01 BCUHB - MAIN ACCOUNT GBP	1,598,309.70	-1,176,385.36	27,159.75	449,084.09	+3.68%	+10.08%







# Portfolio Statement

Money Market							in Pound Sterling	
Money Accounts								
Units / Nominal	Listing currency	Description	Current FX Rate	Accrued interest	Book cost	Total G/L	Market value	% of assets
0	CHF	Capital Account / GB93ROSW40643910003983	1.277699	0.00	0.00	0.00	0.00	0.00%
0	CHF	Income Account / GB12ROSW40643910003986	1.277699	0.00	0.00	0.00	0.00	0.00%
0	EUR	Capital Account / GB28ROSW40643910003989	0.858136	0.00	0.00	0.00	0.00	0.00%
0	GBP	Capital Account / GB66ROSW40643910003984	1.000000	0.00	0.00	0.00	0.00	0.00%
0	GBP	Income Account / GB82ROSW40643910003987	1.000000	0.00	0.00	0.00	0.00	0.00%
0	JPY	Capital Account / GB39ROSW40643910003985	153.303172	0.00	0.00	0.00	0.00	0.00%
0	JPY	Income Account / GB55ROSW40643910003988	153.303172	0.00	0.00	0.00	0.00	0.00%
0	NOK	Capital Account / GB71ROSW40643910003991	11.908486	0.00	0.00	0.00	0.00	0.00%
0	SGD	Capital Account / GB98ROSW40643910003990	1.857530	0.00	0.00	0.00	0.00	0.00%
0	USD	Capital Account / GB44ROSW40643910003992	1.380550	0.00	0.00	0.00	0.00	0.00%
Total Money Accounts					0.00	0.00	0.00	0.00%
Total Money Market					0.00	0.00	0.00	0.00%

Equities									in Pound Sterling	
Equities - Asia, Far East										
Units / Nominal	Description	Current Price	Income	Yield	Book cost	Total G/L	Market value	% of assets		
Listing currency	ISIN									
1,967.544	Pentaris QIAIF PLC - Vanda Fund Shs -F- USD Shs	199.39514	0.00	0.00%	143,892.54	140,283.12	284,175.66	63.28%		
USD	IE00BTGCYL19									
Total Equities Asia, Far East			0.00		143,892.54	140,283.12	284,175.66	63.28%		
Total Equities			0.00		143,892.54	140,283.12	284,175.66	63.28%		



# Portfolio Statement

Hedge Funds						in Pound Sterling		
Hedge Funds - Others								
Units / Nominal Listing currency	Description ISIN	Current Price	Income	Yield	Book cost	Total G/L	Market value	% of assets
1,861.4099 USD	ACL Alternative Fund SAC Ltd Shs -A- Abbey Focus Fund Series B Shs BMG0071J3372	122.30747021	0.00	0.00%	151,617.35	13,291.08	164,908.43	36.72%
Total Hedge Funds Others			0.00		151,617.35	13,291.08	164,908.43	36.72%
Total Hedge Funds			0.00		151,617.35	13,291.08	164,908.43	36.72%
Total					295,509.89	153,574.20	449,084.09	100.00%



# Realisations

## 1202739.01 BCUHB - MAIN ACCOUNT GBP

Trade Date Value Date	Exchange Time	Transaction Order type	Units / Nominal Currency	Description ISIN	Gross Price Proceeds Gross	G/L FX Rate	Our Charges Other Charges	Book cost Proceeds Net
01/06/2021	Funds	Transaction - Redemption	-10.642000	36 South Funds ICAV - Okura Fund Accum Shs -C- GBP Shs	686.772	-4,572.20	0.00	-11,880.83
15/06/2021	30/04/2021 08:26:07	At Market	GBP	IE00BX9BYY66	-7,308.63	1.000000	0.00	-7,308.63
01/06/2021	Funds	Transaction - Redemption	-23.804000	36 South Funds ICAV - Okura Fund Accum Shs -C- GBP Shs	686.772	-10,454.76	0.00	-26,802.68
15/06/2021	30/04/2021 08:30:01	At Market	GBP	IE00BX9BYY66	-16,347.92	1.000000	0.00	-16,347.92
01/06/2021	Funds	Transaction - Redemption	-42.129600	36 South Funds ICAV - Okura Fund Accum Shs -C- GBP Shs	686.772	-3,066.57	0.00	-32,000.00
15/06/2021	30/04/2021 08:14:20	At Market	GBP	IE00BX9BYY66	-28,933.43	1.000000	0.00	-28,933.43
01/06/2021	Funds	Transaction - Redemption	-25.342700	36 South Funds ICAV - Okura Fund Accum Shs -C- GBP Shs	686.772	2,404.66	0.00	-15,000.00
15/06/2021	30/04/2021 08:12:32	At Market	GBP	IE00BX9BYY66	-17,404.66	1.000000	0.00	-17,404.66
01/06/2021	Funds	Transaction - Redemption	-86.499600	36 South Funds ICAV - Okura Fund Accum Shs -C- GBP Shs	686.772	15,405.50	0.00	-44,000.00
15/06/2021	30/04/2021 08:16:31	At Market	GBP	IE00BX9BYY66	-59,405.50	1.000000	0.00	-59,405.50
01/06/2021	Funds	Transaction - Redemption	-28.299100	36 South Funds ICAV - Okura Fund Accum Shs -C- GBP Shs	686.772	8,542.62	0.00	-10,892.41
15/06/2021	30/04/2021 08:22:11	At Market	GBP	IE00BX9BYY66	-19,435.03	1.000000	0.00	-19,435.03
02/06/2021	Funds	Transaction - Redemption	-25,860	Rothschild & Co WM SICAV-SIF - Investment Grade Bonds Shs -GBP UKRep Inc X- Dist Shs	9.95	-1,789.80	0.00	-259,096.80
07/06/2021	03/06/2021 15:23:04	At Market	GBP	LU1073122423	-257,307.00	1.000000	0.00	-257,307.00
15/06/2021	Funds	Transaction - Redemption	-1,217.278	Pentaris QIAIF PLC - Bares US Equity Fund Shs -F- USD Shs	257.58379	125,709.22	0.00	-98,430.35
21/06/2021	17/06/2021 15:23:40	At Market	USD	IE00BD0SCN18	-224,139.57	0.714842	0.00	-224,139.57
22/06/2021	Funds	Transaction - Redemption	-1,217.278	Pentaris QIAIF PLC - Bares US Equity Fund Shs -F- USD Shs	263.2586	130,950.89	0.00	-98,430.35
28/06/2021	24/06/2021 18:10:55	At Market	USD	IE00BD0SCN18	-229,381.24	0.715790	0.00	-229,381.24
23/06/2021	Funds	Transaction - Redemption	-899.081	Pentaris QIAIF PLC - Artemis Volatility Trading Fund Shs -F- USD Shs	87.46184	-11,221.53	0.00	-67,579.80
28/06/2021	28/06/2021 12:08:28	At Market	USD	IE00BF4R7990	-56,358.27	0.716705	0.00	-56,358.27



# Realisations

## 1202739.01 BCUHB - MAIN ACCOUNT GBP

Trade Date	Exchange	Transaction	Units / Nominal	Description	Gross Price	G/L	Our Charges	Book cost
Value Date	Time	Order type	Currency	ISIN	Proceeds Gross	FX Rate	Other Charges	Proceeds Net
25/06/2021		Security Event Transaction - Expiry of old security	-99	Wts BNP Paribas Iss 18.06.2021 S&P 500 USD 2700 put		-12,623.05	0.00	-12,623.05
25/06/2021			USD	NL0013533078	0.00	0.795282	0.00	
Total Current Period 1202739.01 BCUHB - MAIN ACCOUNT GBP						239,284.98	0.00	-676,736.27
							0.00	-916,021.25

# Cash Statement

1202739.01



Capital Account / GBP / GB66ROSW40643910003984

Value Date	Trade Date	Transaction	Units	Price	Debit	Credit	Balance
<b>Opening balance 01/06/2021:</b>							<b>257,307.00</b>
02/06/2021	01/06/2021	Payment to BANK OF SCOTLAND PLC EDINBURGH Beneficiary: BD Ltd - Client Settlement			257,307.00		0.00
04/06/2021	04/06/2021	Payment to BANK OF SCOTLAND PLC EDINBURGH Beneficiary: BD Ltd - Client Settlement			257,307.00		-257,307.00
07/06/2021	02/06/2021	Transaction - Redemption Rothschild & Co WM SICAV-SIF - Investment Grade Bonds Shs -GBP UKRep Inc X- Dist Shs (24561728)	25,860	9.95		257,307.00	0.00
15/06/2021	01/06/2021	Transaction - Redemption 36 South Funds ICAV - Okura Fund Accum Shs -C- GBP Shs (28531475)	10.64	686.772		7,308.63	7,308.63
15/06/2021	01/06/2021	Transaction - Redemption 36 South Funds ICAV - Okura Fund Accum Shs -C- GBP Shs (28531475)	23.80	686.772		16,347.92	23,656.55
15/06/2021	01/06/2021	Transaction - Redemption 36 South Funds ICAV - Okura Fund Accum Shs -C- GBP Shs (28531475)	42.13	686.772		28,933.43	52,589.98
15/06/2021	01/06/2021	Transaction - Redemption 36 South Funds ICAV - Okura Fund Accum Shs -C- GBP Shs (28531475)	25.34	686.772		17,404.66	69,994.64
15/06/2021	01/06/2021	Transaction - Redemption 36 South Funds ICAV - Okura Fund Accum Shs -C- GBP Shs (28531475)	86.50	686.772		59,405.50	129,400.14
15/06/2021	01/06/2021	Transaction - Redemption 36 South Funds ICAV - Okura Fund Accum Shs -C- GBP Shs (28531475)	28.30	686.772		19,435.03	148,835.17
21/06/2021	15/06/2021	Transaction - Redemption Pentaris QIAIF PLC - Bares US Equity Fund Shs -F- USD Shs (33077448)	1,217.28	257.58379		224,139.57	372,974.74



# Cash Statement

1202739.01

## Capital Account / GBP / GB66ROSW40643910003984

Value Date	Trade Date	Transaction	Units	Price	Debit	Credit	Balance
22/06/2021	21/06/2021	Payment to BANK OF SCOTLAND PLC EDINBURGH Beneficiary: BD Ltd - Client Settlement			372,974.74		0.00
28/06/2021	22/06/2021	Transaction - Redemption Pentaris QIAIF PLC - Bares US Equity Fund Shs -F- USD Shs (33077448)	1,217.28	263.2586		229,381.24	229,381.24
28/06/2021	23/06/2021	Transaction - Redemption Pentaris QIAIF PLC - Artemis Volatility Trading Fund Shs -F- USD Shs (37960383)	899.08	87.46184		56,358.27	285,739.51
29/06/2021	29/06/2021	Payment to BANK OF SCOTLAND PLC EDINBURGH Beneficiary: BD Ltd - Client Settlement			285,739.51		0.00
Closing balance 30/06/2021:					1,173,328.25	916,021.25	0.00

## Income Account / GBP / GB82ROSW40643910003987

Value Date	Trade Date	Transaction	Units	Price	Debit	Credit	Balance
Opening balance 01/06/2021:							3,117.11
02/06/2021	01/06/2021	Payment to BANK OF SCOTLAND PLC EDINBURGH Beneficiary: BD Ltd - Client Settlement			3,117.11		0.00
Closing balance 30/06/2021:					3,117.11	0.00	0.00



# Important Information

---

## Custody of Assets

All assets shown in this Portfolio Report are held, unless otherwise stated, by Rothschild & Co Bank International Limited as custodian under the terms of the custody agreement with you. The valuation is prepared on a trade date basis, and constitutes the statement from Rothschild & Co Bank International Limited of all the custody assets held for you and for which Rothschild & Co Bank International Limited is accountable or which are in the course of settlement. In addition, Rothschild & Co Bank International Limited holds assets which were sold during the period where the sale transactions are still in the course of settlement; these assets are not shown as they are accounted for on a trade date basis.

## Cash Statement

Client cash relating to ISA Capital and Income accounts are held in a designated client bank account and protected under the UK Financial Conduct Authority client money rules.

## Your Investments

For our discretionary and advisory clients, the investments in your portfolio have been made in line with your preferences, objectives, circumstances and risk profile, as set out in the Portfolio Strategy agreed with you, a copy of which has been provided to you.

## Income

The figures shown in the column headed 'Income' reflect the estimated full year's dividends (assuming that the portfolio holdings are held for a full year based on last year's dividend rates) and estimated full year's income on cash / deposits (assuming that the amount of cash and the interest rate applicable remain constant throughout one year). These are estimates only and are not guaranteed.

## Performance Returns

These are shown after the effect of management fees, where the fee is deducted directly from the portfolio.

## Fees and Commissions

The portfolio may be invested in collective investment schemes ("Funds") whose investments are managed by Rothschild & Co Wealth Management and for which Rothschild & Co Wealth Management receive a periodic charge of up to a maximum of 1.50% per annum payable out of the assets of the relevant fund (depending on the particular fund's charging structure). Holdings in such funds are not included for the purposes of calculating the annual management fee on the Portfolio.

## Risk Warnings

Past performance is not an indication of future performance. The value of investments and the income therefrom, may fall as well as rise.



# Important Information

---

## Pricing

The portfolio valuation has been prepared using the last traded or mid-market prices where available; where it has not been possible to value the securities on this basis, investments have been valued on a basis considered appropriate.

## Opening Positions

Due to a variety of reasons arising from the booking of the transactions, the opening positions may differ from the closing positions in previous Portfolio Reports provided to you.

## Dealing charges

Rothschild & Co Wealth Management UK Limited or Rothschild & Co Bank International Limited may execute transactions through a third party broker who may charge commission. The commission is in addition to any Rothschild & Co fees and other transaction charges, for example stamp duty. A breakdown of costs and charges paid from the portfolio will be provided annually and can be provided at any time upon request.

## Regulatory

For accounts that are managed by Rothschild & Co Wealth Management UK Limited (which is authorised and regulated by the Financial Conduct Authority) this statement constitutes the investment manager's periodic report for the portfolio.

Rothschild & Co Bank International Limited is licensed and regulated by the Guernsey Financial Services Commission for the provision of Banking and Investment Services. Company number 1088.



## CHARITABLE FUNDS COMMITTEE

### Draft Minutes of the meeting held on Friday 11 June 2021 Via Teams

#### Present:

Ms Jackie Hughes	Independent Member (Chair)
Ms Cheryl Carlisle	Independent Member
Mrs Sue Hill	Executive Director of Finance
Ms Linda Tomos	Independent Member
Mr Arpan Guha	Executive Medical Director

#### In Attendance:

Ms Rebecca Hughes	Charity Accountant
Ms Emma Louise Jones	Fundraising Support Manager
Ms Philippa Pearce	PA to Executive Director of Finance
Ms Kirsty Thomson	Head of Fundraising

Agenda Item	Action
<p><b>CF21/18 Apologies for Absence and Declarations of Interest</b></p> <p>CF2118.1 Apologies were received from Ms Jo Whitehouse, Chief Executive, and Mr Mark Wilkinson, Executive Director of Planning &amp; Performance.</p> <p>CF2118.2 The following Declarations of Interest were received:</p> <ul style="list-style-type: none"> <li>A family member of the Chair is employed by the Royal Voluntary Service (RVS) and they are referenced in terms of the third sector group report.</li> <li>The Head of Fundraising is Deputy Chair of NHS Charities Together.</li> </ul>	
<p><b>CF21/19 Welcome &amp; Introductions</b></p> <p>CF2119.1 All those present were welcomed to the meeting.</p>	
<p><b>CF21/20 Minutes of the Previous Meeting Held on 9 March 2021</b></p> <p><b>CF21/20.1 Accuracy</b></p> <p>CF21201 The minutes from the previous meeting were approved as an accurate record.</p> <p><b>CF21/20.2 Matters arising and Summary Action Plan</b></p> <p>CF21202.1 Reference CF21/03.2: The Sponsorship Task and Finish Group scheduled to commence in April 2021 will now commence in July 2021 due to capacity issues.</p> <p>CF21202.2 Reference CF21/09.4: Wording around volunteers to be re-phrased to say, "to ensure that volunteers are not being asked to undertake tasks that would normally be undertaken by nurses as part of their role and defined in their job descriptions".</p>	

<p>CF21202.3 Action Log to be re-organised to display current actions at the top of the report.</p> <p>CF20/36.2: Agenda item therefore action closed.  CF20/38: Agenda item therefore action closed.  CF2106.7: Agenda item therefore action closed.  CF2106.10: Agenda item therefore action closed.  CF2106.12: Agenda item therefore action closed.  CF2107.4: Agenda item therefore action closed.  CF2107.5: Impact on financial income for employees of volunteer organisations. A paper had been presented to the Executive Team regarding the re-opening of Maelor Voluntary Services (MVS) as a trial prior to opening further cafes and shops. Action closed.  CF21112.2: Audit Wales' costs had been circulated to committee members. Action closed.  CF21113.3: Charity risks had been moved onto an Excel spreadsheet. Action closed.</p>	<p>KT</p>
<p><b>CF21/21 Charitable Funds Finance Report Q4 2020/21</b>  <i>Ms R Hughes</i></p> <p>CF2121.1 The Charity Accountant took the committee through the finance report, highlighting some key points from the paper and explaining that the figures presented were draft. Due to low materiality levels and the audit taking place late in the year, the accounts were due to close at the end of June 2021. The Charity Accountant advised that the final position would not be known until the end of summer and proposed that the accounts be produced over the summer, with the audit taking place after that. Accounts would be presented to the committee in December 2021 along with the Annual Report.</p> <p>CF2121.2 There had been a significant gain on investments for the year, with a loss towards the end of the last financial year. This was small in comparison to gains within the year.</p> <p>CF2121.3 Income from donations were flat despite the focus on the NHS over the year. Covid-19 donations of £500,000 had been received. Donated income to other (non-Covid-19) funds was down 49% as a consequence of the focus of the public and media being on Covid-19.</p> <p>CF2121.4 With regard to expenditure, there had been a pause on development and a reduction in grants on the previous year, although more applications and enquiries regarding new developments were now being received.</p> <p>CF2121.5 Charity costs were in line with last year.</p> <p>CF2121.6 Investment manager costs had reduced.</p> <p>CF2121.7 In response to a query regarding evaluating musical intervention therapy, the Charity Accountant explained that this is a piece of research to evaluate how musical therapy impacts on people with autism.</p>	

<p><b>ACTION: Musical intervention therapy evaluation and outcomes to be presented at a future Charitable Funds Committee.</b></p> <p>CF2121.8 The Charity Accountant advised that the Supporting Carers Officer is progressing and confirmed that it is for the time-period as stated and at a fixed cost.</p> <p>CF2121.9 In response to a comment by the Executive Director of Finance regarding the increase in investment under Rothschild, the Charity Accountant advised the committee that Rothschild had not actively been managing the portfolio since August 2020 but had maintained the position. The positive outcome was a result of market performance.</p> <p><b>ACTION: Charity Accountant to write to Rothschild to extend the thanks of the committee for its stewardship of the charity's monies.</b></p> <p>CF2121.10 The committee noted the report and extended its thanks for the work in presenting it.</p>	<p>RH</p> <p>RH</p>
<p><b>CF21/22 Investment Manager's Portfolio Report &amp; Presentation</b>  <i>Ms R Hughes</i></p> <p>CF2122.1 The Charity Accountant talked through the report which related to the last quarter of the year. At the end of March 2021, all investments with Rothschild were ready to be transferred to Brewin Dolphin but it had been agreed to hold the transfer until the end of April 2021 due to the financial year end.</p> <p>CF2122.2 The Charity Accountant explained that Brewin Dolphin held circa £8.7m of the portfolio by the end of May 2021 and advised that some assets can only be sold on very specific dealing dates, with 1 July 2021 being the last of these dates. From that date forwards, the portfolio will be with Brewin Dolphin in its entirety.</p> <p><b>ACTION: Brewin Dolphin to attend September Charitable Funds Committee to talk through the restructuring of the portfolio and present an initial report.</b></p> <p>CF2122.3 The committee noted the report.</p>	<p>RH</p>
<p><b>CF21/23 Charitable Funds Fundraising Update Report Q4 2020/21</b>  <i>Ms K Thomson</i></p> <p>CF2123.1 The Head of Fundraising talked through the Fundraising Update Report advising the committee that, although no formal complaints had been reported in quarter one, a complaint had been received within the last week. The complaint related to funding of equipment and had been actioned and closed.</p> <p><b>ACTION: Head of Fundraising to present an update to the next Charitable Funds Committee regarding information, monitoring and evaluation of grants.</b></p> <p>CF2123.2 The Head of Fundraising talked through media coverage over the past quarter and notable events coming up, including 5 July 2021 which invites supporters of Awyr Las and BCUHB to attend virtual events. This will offer an opportunity to hear from both the Chief and the Chair of BCUHB and share experiences of the last year.</p>	<p>KT</p>

<p>CF2123.3 It was noted that the Light up our Hospitals event might need to go to tender for additional support.</p> <p>CF2123.4 NHS Charities Together grant application for Stage 2 had been put on hold and was not expected to be received until July 2021.</p> <p>CF2123.5 In response to a query, the Head of Fundraising informed the committee that a Mental Health Charitable Funds Group had been established with representatives from staff and third sector partners. It meets bi-monthly and is shaping its priorities moving forward.</p> <p>CF2123.6 In response to a query regarding parental accommodation at Ysbyty Glan Clwyd, the Head of Fundraising informed the committee that funding will finish at the end of June 2021. She advised that work was ongoing with an independent charity and a Memorandum of Understanding was being drawn up. She explained that the charity does fund staff in the unit but that they are BCUHB employees. Work is ongoing with the involvement of Workforce to consider how the staff costs could be overseen in the future by the service to enable the charity to fund the whole of the capital costs.</p> <p>CF2123.7 The Chair requested that the wording of Item 4, Arts in Health and Wellbeing Funding Application, Notable Events, be reviewed in order to provide clarity for staff.  <b>ACTION: Arts in Health and Wellbeing Funding Application wording to be reviewed and to be presented to a future Charitable Funds Committee meeting.</b></p>	<p>KT</p>
<p><b>CF21/24 Third Sector Groups Update Report</b>  <i>Ms K Thomson</i></p> <p>CF2124.1 The Head of Fundraising informed the committee that a task and finish group was being established to oversee the work being carried out with third sector groups in the short and long term in order to identify BCUHB's strategy for this. This was being carried out in conjunction with Shared Services and the Estates department. It was agreed that the Head of Fundraising and the Executive Director of Finance would discuss this further outside of the meeting.</p>	
<p><b>CF21/25 Keep The Beats Fund Report</b>  <i>Ms K Thomson</i></p> <p>CF2125.1 The Head of Fundraising took the committee through the Keep the Beats Fund report. She informed the committee that the Arrhythmia Clinic Nurse Specialist had established the Keep the Beats Fund and she advised that the report detailed the need for CPR awareness and community public access defibrillators (CPADs).</p> <p>CF2125.2 In depth discussions took place regarding the report. The Chair asked for clarity regarding advice which was to be obtained from the NWSSP legal experts with regard to ownership, responsibility, reputational assessment and public liability. Additionally, she requested information regarding the way in which the risks listed had been assessed, reiterating the requirement for complete assurance to be provided. The Head of Fundraising confirmed that she had liaised with other NHS charities, contacted the funding regulator with regard to trading and had sought advice from the</p>	

<p>NWSSP legal experts. She advised that a Memorandum of Understanding (MOU) and associated documents had been produced</p> <p><b>ACTION: It was agreed for the Keep the Beats proposal to be returned to the September Charitable Funds Committee for review and further discussion with regard to ownership, responsibility, reputational assessment and public liability.</b></p>	KT
<p><b>CF21/27 Fund Advisor Verbal Presentation and Q&amp;A: Cancer Services</b>  <i>Ms K Thomson</i></p> <p>CF2127.1 Apologies had been received from Geraint Roberts. The Head of Fundraising provided an update on his behalf on the Shooting Star cancer appeal.</p> <p>CF2127.2 The Head of Fundraising advised that the independent charity had withdrawn its support for the project and had retracted £400k funding. She confirmed that she had produced an update report with this regard and had developed a wish list to ensure that the £400k funding is utilised elsewhere in line with the budget.</p> <p>CF2127.3 The Head of Fundraising advised that discussions regarding the plans for the Maggie's Centres had taken place at the last Capital Committee and a further paper was due to be presented at the July committee to provide more detail and respond to queries raised.</p> <p>CF2127.4 The Head of Fundraising informed the committee that this is a capital campaign and that the Steven Morgan Foundation had offered to fund it in its entirety, circa £4m-£7m. Ongoing revenue costs would be £350k-£360k per annum depending on the size and scale of the service and would be raised through the Maggie's Centre fund raising team. The Head of Fundraising advised that the Cancer Services Team was in the process of drawing up an agreement in principal which would go to the Capital Committee for review. From there, Heads of Terms would be agreed between the organisations and a full contractual agreement put in place.</p> <p>CF2127.5 In response to a query regarding the withdrawal of support for the Shooting Star cancer appeal, the Head of Fundraising assured the committee that the £400k monies would be utilised for cancer projects in the Wrexham area.</p> <p>CF2127.6 In response to a query from the Executive Director of Finance regarding capital, the Head of Fundraising confirmed that the Steven Morgan foundation would cover the building in its entirety but that they would be looking for land to rent at a peppercorn rate.</p> <p><b>ACTION: Discussions regarding the governance of the Maggie's Centres to take place off line for clarity.</b></p>	KT
<p><b>CF21/26 ITEMS FOR DISCUSSION</b></p>	
<p><b>CF21/28 ITEMS FOR DECISION</b></p>	

<p><b>CF21/29 Awyr Las CRM Business Case</b>  <i>Ms Emma Jones</i>  CF2129.1 The Awyr Las Digital and Data Manager presented the Awyr Las Customer Relationship Management (CRM) business case which had been prepared following an internal scoping exercise and presented in order to demonstrate modern CRM functionality. As well as demonstrating the benefits of a new system, she illustrated the transformation it could make to the charity, with significant potential to improve reporting access to data and personalised dashboards. If adopted, it would incur additional costs which would be met through the existing budget.</p> <p>CF2129.2 The Digital and Data Manager advised that feedback had been received out of committee agreeing in principal to start the tender process. It was agreed to consider the comments received prior to going to open tender.</p> <p>CF2129.3 In response to a query regarding additional costs, the Digital and Data Manager informed the committee that an annual licence fee of circa £5k would be incurred along with implementation costs of between £10k and £40k.</p> <p>CF2129.4 The committee agreed the report in principal, taking note of the comments received and the need to make slight revisions to it.</p>	
<p><b>CF21/30 Awyr Las Strategic Plan 2021-22 to Inform the 3 Year 2022-25 Awyr Las Strategy</b>  <i>Ms K Thomson</i>  CF2130.1 The Head of Fundraising took the committee through the Awyr Las Strategic Plan noting that a decision had been reached to pause the introduction of a new strategy to the end of the year, recognising that there were a number of changes coming up both internally and externally.</p> <p>CF2130.2 In response to a query regarding having an Awyr Las notice board and a champion, the Head of Fundraising advised that the champion would be a scaled down version to oversee the notice board and act as a point of contact.</p> <p>CF2130.3 The committee agreed the Strategic Plan.</p>	
<p><b>CF21/31 Summary of Expenditure Approvals</b>  <i>Ms R Hughes</i>  CF2131.1 The Charity Accountant advised that the Summary of Expenditure Approvals had been provided for information and detailed the grants approved from January to March 2021. It was noted that the process for approving grants virtually worked well and it was agreed to continue in this way.</p> <p>CF2131.2 The committee noted the applications and the information provided.</p>	
<p><b>CF21/32 Updated Ethical Investment Policy</b>  <i>Ms R Hughes</i>  CF2132.1 The Charity Accountant advised that Brewin Dolphin had presented an Ethical Policy paper to the committee in March 2021 and, following discussions, had</p>	

<p>provided an updated policy. The Charity Accountant asked for the committee's approval prior to the updated policy being submitted to the board. She confirmed that it would remain a policy of the charity and would be included within the annual report which would be made public and that the next step would be to develop a full investment policy which would expand on the ethical element.</p> <p>CF2132.2 The committee reviewed and approved the policy.</p>	
<b>CF21/33 ITEMS OF GOVERNANCE</b>	
<p><b>CF21/34 Charity Risk Register and Risk Focus</b>  <i>Ms R Hughes/Ms K Thomson</i></p> <p>CF2134.1 The Charity Accountant advised that in previous years, it had been agreed to present the charity risks to the committee every March and any red rated risks to each meeting. At the March committee meeting, it had been agreed to transfer the risks to an Excel spreadsheet and to present the updated report at the June committee.</p> <p>CF2134.2 The Charity Accountant queried whether the committee would wish to review one risk at every meeting. Discussions took place regarding the risks and it was suggested that either the impact of Covid-19 or staff morale/wellbeing could be reviewed; neither of which were included as individual risks. It was noted that the risk register does not include a target date on any of the risks.</p> <p>CF2134.3 In response to a query regarding e-Learning, the Charity Accountant informed the committee that e-Learning for Counter Fraud had been established and this could be used as a model to develop e-Learning for Fund Advisor training.  <b>ACTION: The Charity Accountant and the Head of Fundraising will liaise with the Counter Fraud team to see how e-Learning for Fund Advisor training can be taken forward.</b></p> <p>CF2134.4 The committee noted the report</p>	<p>RH / KT</p>
<p><b>CF21/35 Updated Charity Work Plan for 2021-22 11.50-1.55 Rebecca &amp; Kirsty</b>  <i>Ms R Hughes/Ms K Thomson</i></p> <p>CF2135.1 The Head of Fundraising advised that the Charity Work Plan had been presented to the committee to request changes. It was requested that the budget, which is usually presented annually in March, be presented in December of the previous year in order to be approved in advance of the new financial year, and to include a work plan.</p> <p>CF2135.2 The committee was in agreement with the requested changes.</p>	
<b>CF21/36 ITEMS FOR INFORMATION</b>	
<p><b>CF21/37 Issues of Significance to Report to the Health Board 11.55-12.00 Chair</b></p> <p>CF2137.1 It was agreed for the Chair and the Executive Director of Finance to discuss issues of significance outside of the meeting.</p>	

<p><b>CF21/38 Any Other Business</b></p> <p>CF21/38.1 The Head of Fundraising informed the committee that the Charity Accountant would be leaving the charity team and had commenced a hand over to the Interim Charity Accountant. It was noted that this would be a gradual handover and that the Charity Accountant might be present for the next committee meeting.</p> <p>CF21/38.2 The Chair expressed her thanks to the Charity Accountant, noting that she was exceptionally grateful for the hard work carried out, that she had been a fantastic asset over the years and would be missed.</p>	
<p><b>CF21/38 Date and time of next meeting:</b></p> <p>16 September 2021, 9.30am-12.00pm</p>	



**BCUHB CHARITABLE FUNDS COMMITTEE****Summary Action Plan – arising from meetings held in public**

Officer	Minute Reference and Action Agreed	Original Timescale	Latest Update Position	Revised Timescale
---------	------------------------------------	--------------------	------------------------	-------------------

**Actions from 21.06.21 meeting**

R Hughes	<b>CF2121.7</b> Musical intervention therapy evaluation and outcomes to be presented at a future Charitable Funds Committee.	Sept 2021	Evaluation to be presented at the December 2021 CFC meeting.	December 2021
K Thomson	<b>CF2123.1</b> Head of Fundraising to present an update to the next Charitable Funds Committee regarding information, monitoring and evaluation of grants.	Sept 2021	The review of the grants scheme has commenced and will be included in the in the Awyr Las Strategy at the December 2021 CFC meeting. Reference to the Grant Scheme is made in the September CFC papers <a href="#">BCU Awyr Las Support Team - Charitable Funds Committee - 16.09.2021 - All Documents (sharepoint.com)</a> .	December 2021
K Thomson	<b>CF2123.7</b> Arts in Health and Wellbeing Funding Application wording to be reviewed and to be presented to a future Charitable Funds Committee meeting.	Sept 2021	Arts in Health and Wellbeing Funding Application to be presented at the December 2021 CFC meeting.	December 2021
K Thomson	<b>CF2125.2</b> It was agreed for the Keep the Beats proposal to be returned to the September Charitable Funds Committee for review and further discussion with regard to ownership, responsibility, reputational assessment and public liability.		Keep the Beats Paper included in the September 2021 Fundraising Update: <a href="#">BCU Awyr Las Support Team - Charitable Funds Committee - 16.09.2021 - All Documents (sharepoint.com)</a> .	
K Thomson	<b>CF2127.6</b> Discussions regarding the governance of the Maggie's Centres to take place off line for clarity.	Sept 2021	The Head of Fundraising presented a paper to the BCUHB Executive Team on 14/07/21. Neil Rogers, Acute Care Director for Ysbyty Glan Clwyd, will take on the role of Senior Responsible Officer for the Maggie's project. On 24/08 it was	Closed

			confirmed that Neil Rogers, Acute Care Director for Ysbyty Glan Clwyd, will take on the role of Senior Responsible Officer for the Maggie's project. The project will not be presented to the CFC again.	
R Hughes / K Thomson	<b>CF2134.3</b> The Charity Accountant and the Head of Fundraising will liaise with the Counter Fraud team to see how e-Learning for Fund Advisor training can be taken forward.	Sept 2021	The Data and Digital Manager has liaised with Counter Fraud and others, and an Awyr Las e-learning module will be developed for March 2022. This project is included in the Digital and Data Manager's KPIs for 2021/22.	Closed
R Hughes	<b>CF2121.9</b> Charity Accountant to write to Rothschild to extend the thanks of the committee for its stewardship of the charity's monies.	Sept 2021	Completed	Closed
R Hughes	<b>CF2122.2</b> Brewin Dolphin to attend September Charitable Funds Committee (CFC) to talk through the restructuring of the portfolio and present an initial report.	Sept 2021	Brewin Dolphin have been invited and are due to attend the September CFC meeting.	Closed
<b>Actions from 09.03.21 meeting</b>				
K Thomson	<b>CF2106.7</b> It was agreed for the Keep the Beats proposal to be returned to the next Charitable Funds Committee for review and further discussion.	June 2021	Keep the Beats Update given at the June 2021 Charitable Funds Committee Papers: <a href="#">BCU Awyr Las Support Team - Charitable Funds Committee - 11.06.2021 - All Documents (sharepoint.com)</a> . New standing item in the quarterly Fundraising Paper.	Closed
K Thomson	<b>CF2106.10</b> CRM options appraisal to be presented at the June 2021 Charitable Funds Committee meeting.	June 2021	Included in the June 2021 Charitable Funds Committee Papers and approved in principle by the CFC members: <a href="#">BCU Awyr Las Support Team - Charitable Funds Committee - 11.06.2021 - All Documents (sharepoint.com)</a>	Closed
K Thomson	<b>CF2106.12</b> Shooting Star and Maggie Centre business case scoping document to be reviewed with regard to wording and	June 2021	Scoping Document updated. Shooting Star Project placed on hold by BCUHB. Maggie's Centre proposal presented to BCUHB Executive	Closed

	abbreviations/acronyms to be written in full.		Team. The Maggies project will be managed by YGC HMT and will not be reported again to the CFC.	
K Thomson	<b>CF2107.4</b> Discussions to take place outside of meeting with Executive Director of Workforce and Organisational Development with regard to how the Volunteer Scoping Exercise and Impact Assessment links in with the Volunteering portfolio.	June 2021	<p>The Head of Fundraising (HoF) is meeting monthly with the BCUHB Public Volunteer &amp; Robins Team to develop the BCUHB Volunteering Strategy.</p> <p>The HoF has created a working group to draw up a BCUHB Use of Space protocol for working with Third Sector Catering and Retail providers by December 2021.</p>	Closed
R Hughes	<b>CF2112.2</b> Breakdown of Audit Wales' audit to be presented to the June committee, including breakdown of days and full costs.	June 2021	Presented in the June Charitable Funds Committee Papers: <a href="#">BCU Awyr Las Support Team - Charitable Funds Committee - 11.06.2021 - All Documents (sharepoint.com)</a> .	Closed
R Hughes	<b>CF2113.3</b> Charity risks to be moved from Datix onto an Excel spreadsheet and returned to the next committee to have further discussions around specific risks.	June 2021	Presented in the June Charitable Funds Committee Papers: <a href="#">BCU Awyr Las Support Team - Charitable Funds Committee - 11.06.2021 - All Documents (sharepoint.com)</a> .	Closed

#### Actions from 08.12.20 meeting

K Thomson	<b>CF20/36.2</b> The committee discussed and agreed a number of amendments for the Head of Fundraising to make on the document, and to work with the Charity Accountant on wording to say 'we'd like to commit this to'.	March 2021	The Head of Fundraising updated the Awyr Las Strategy background and public facing documents which were submitted to the CFC in December 2021, incorporating these changes. Work required to bring proposal back in terms of finance and benefits for the charity. Phraseology to be reviewed, "support, provide and deliver" and volunteering. This was agreed to be continued outside of the meeting. Update to be provided at June meeting.	Closed
-----------	--	------------	--	--------

			<p>2021/22 Strategic Action Plan provided in the June 2021 Charitable Funds Committee (CFC) Papers and approved by the CFC members:</p> <p><a href="#">BCU Awyr Las Support Team - Charitable Funds Committee - 11.06.2021 - All Documents (sharepoint.com)</a></p>	
K Thomson	<p><b>CF20/38</b> The Acting Executive Director of Finance and Head of Fundraising agreed to contact RCN Steward, Mr Billy (William) Nichols to arrange a meeting with a number of key people in attendance.</p>	March 2021	<p>Decision on the timing for the launch of the BCUHB Staff Lottery to be confirmed. An update will be given in the CFC meeting.</p> <p>The Executive Director of Finance agreed to liaise with the Executive Director of Workforce and Organisational Development regarding concerns raised by Trade Union colleagues and Workforce.</p> <p>Update provided in the June 2021 meeting: Lottery plans on hold awaiting a review undertaken by Hywel Dda Finance Team. Updated business case provided in September 2021 papers.</p>	Closed

<b>Cyfarfod a dyddiad:</b> <b>Meeting and date:</b>	Charitable Funds Committee 16 September 2021					
<b>Cyhoeddus neu Breifat:</b> <b>Public or Private:</b>	Public					
<b>Teitl yr Adroddiad</b> <b>Report Title:</b>	Charitable Funds Finance Report Q1 2021/22					
<b>Cyfarwyddwr Cyfrifol:</b> <b>Responsible Director:</b>	Sue Hill, Executive Director of Finance					
<b>Awdur yr Adroddiad</b> <b>Report Author:</b>	John Baker, Interim Charity Accountant					
<b>Craffu blaenorol:</b> <b>Prior Scrutiny:</b>	Executive Director of Finance					
<b>Atodiadau</b> <b>Appendices:</b>	<u>Appendix 1:</u> Legacies <u>Appendix 2:</u> Income and expenditure <u>Appendix 3:</u> Outstanding commitments <u>Appendix 4:</u> Analysis of funds by service <u>Appendix 5:</u> Glossary of terms					
<b>Argymhelliad / Recommendation:</b>						
The Committee is asked to approve the report and the actions being taken.						
Please tick one as appropriate (note the Chair of the meeting will review and may determine the document should be viewed under a different category)						
<b>Ar gyfer penderfyniad /cymeradwyaeth</b> <b>For Decision/ Approval</b>	<input checked="" type="checkbox"/>	<b>Ar gyfer Trafodaeth For Discussion</b>	<input type="checkbox"/>	<b>Ar gyfer sicrwydd For Assurance</b>	<input type="checkbox"/>	<b>Er gwybodaeth For Information</b>
<b>Sefyllfa / Situation:</b>						
<p>The Charitable Funds Committee has responsibility for overseeing the financial management and stewardship of the charitable funds. This is the Finance Report for the charity as at 30 June 2021, reporting the financial position over the first quarter of 2021/22.</p> <p>The figures presented in this report for 2020/21 are draft figures. Adjustments are made to the charity's position up until the draft Financial Statements are produced in September. These draft Financial Statements are then also subject to external audit.</p>						
<b>Cefndir / Background:</b>						
<p>NHS charitable funds are defined as all monies donated to the Health Board for purposes related to the NHS and include voluntary donations, legacies and fundraising. Awyr Las's objects, as recorded with the Charity Commission, are <i>'for any charitable purpose or purposes relating to the National Health Service'</i>.</p> <p>The vision of the Charity expands on this further: <i>'To use Charitable Funds to make a real difference to our patients, their families and staff across North Wales in the delivery of safe and effective healthcare'</i>. The Charity's focus is always on the ultimate patient benefit and funding items that go over and above the core NHS service.</p>						
<b>Asesiad / Assessment:</b>						
<b>Strategy Implications</b>						
Aligned to the Awyr Las Charity Strategy.						

### Options considered

Not applicable – paper is for information on the financial position of the charity.

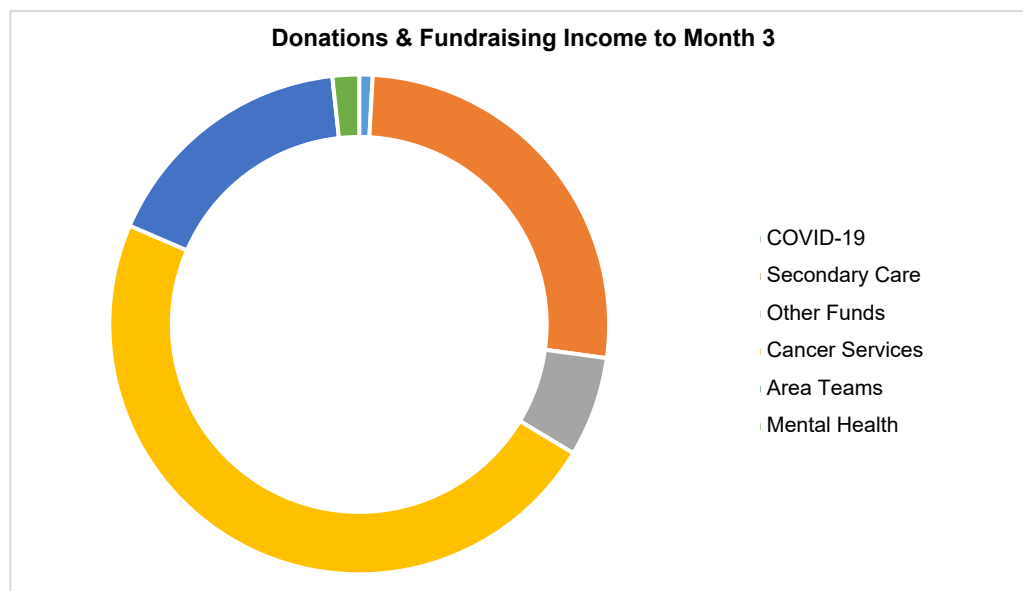
### Financial Implications

#### Statement of Financial Activities

	Quarter ended 30 June 2021 £000	Quarter ended 30 June 2020 £000
Donations & fundraising	195	555
Legacies	5	(1)
Investment income	11	38
<b>Total income</b>	<b>211</b>	<b>592</b>
Grants funded	(130)	(565)
Governance & support costs	(29)	(29)
Fundraising costs to date	(61)	(53)
Charity budget commitment	(402)	(370)
Investment management	0	(14)
<b>Total expenditure</b>	<b>(622)</b>	<b>(1,031)</b>
Gain/(loss) on investments	483	693
<b>Net movement in funds</b>	<b><u>72</u></b>	<b><u>254</u></b>

#### Income

- Donation and fundraising income is significantly lower than for the same period last year (down by £360,000 due to less donations to the COVID-19 fund. Last year this amounted to 67% of all donated income but this year is only 1.1%. Donated income to other funds within the charity was down by £30,000 (13%) compared to last year.



- There has been £5k legacy income this quarter. Further details on legacies are included in Appendix 1.

## Expenditure

- Grant funded expenditure of £130,000 is £435,000 (77%) lower than expenditure in quarter 1 last year and can be broken down as follows:
  - Actual expenditure in year: £32,000
  - Commitments awarded in 2020/21 not yet spent: £98,000
- The charity budget commitment relates to the costs for the whole of the year that are chargeable to General Funds, as per the approved budget. These are committed at the start of the year, so that the General Funds balance accurately reflects what is available to use in grant awards. The commitment is reduced throughout the year as costs are realised.
- Further detail on income and expenditure is included in Appendix 2.

## Fundraising Costs

- The Fundraising Team costs are £16,000 under spent for the year to date. The team currently has one vacancy, a 30 hour Band 6 Fundraising Support Manager, which is resulting in the under spend on staff costs. Non-pay costs are also under spent, with some fundraising events unable to take place during the pandemic.

	<b>Total Budget £000</b>	<b>Month 3 Budget £000</b>	<b>Month 3 Actual £000</b>	<b>Month 3 Variance £000</b>
Fundraising Team Pay Costs	246	61	45	(16)
Fundraising Team Non-Pay Costs	50	12	10	(2)
<b>Total Fundraising Team</b>	<b>296</b>	<b>73</b>	<b>55</b>	<b>(18)</b>

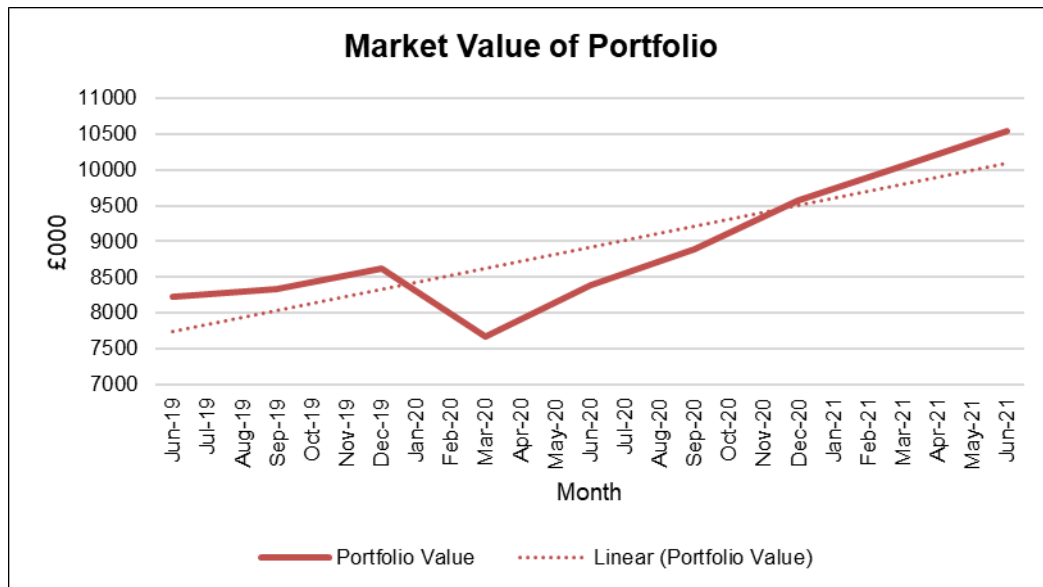
Other Fundraising Costs	<b>15</b>	<b>4</b>	<b>6</b>	<b>2</b>
<b>Total Fundraising Costs</b>	<b>311</b>	<b>77</b>	<b>61</b>	<b>(16)</b>

## Balance Sheet

	<b>As at 30/06/21 £000</b>	<b>As at 30/06/20 £000</b>
Long term investments	10,544	8,390
Land	150	135
<b>Total fixed assets</b>	<b>10,694</b>	<b>8,525</b>
Debtors	722	396
Cash at bank and in hand	754	1,206
<b>Total current assets</b>	<b>1,476</b>	<b>1,602</b>
Creditors falling due within one year	(102)	(349)
<b>Net current (liabilities)/assets</b>	<b>1,374</b>	<b>1,253</b>
Creditor for commitments	(1,306)	(1,808)
<b>Net assets</b>	<b><u>10,762</u></b>	<b><u>7,970</u></b>
Unrestricted fund balances	5,918	4,357
Restricted fund balances	4,844	3,613
<b>Net assets</b>	<b><u>10,762</u></b>	<b><u>7,970</u></b>

## Investments

- The investment portfolio is now managed by Brewin Dolphin after taking over from Rothschild & Co on 1 April 2021. With effect from 1 April 2021, a process of transferring the investment portfolio commenced and by 30 June 95.8% of the portfolio had been transferred. The remaining element was transferred on 19 August 2021.
- The valuation is a consolidation between the two portfolios held during the first quarter and there has been a first quarter gain on investments of £483,000, which equates to 4.8% of the brought forward portfolio value. Although this gain is unrealised, it is included in General Funds as income.



## Assets and liabilities

- Total cash held has decreased by £172,000 during first quarter mainly due to some of the commitments from last year being cleared and spent.
- The provision for commitments has increased by £300,000 (30%) compared to the end of the last financial year. Grants that have not progressed, without reasonable reasons, will be cancelled. Further details of outstanding commitments are included in Appendix 3.

## Funds Analysis

- Funds have increased compared to last year due to investment gains recognised in last financial year of circa £2.3m, which largely explains the value of the general funds balance of £1.7m compared to the negative balance last year of £149,000.
- An analysis of funds by service is included in Appendix 4.



- A glossary of terms used in this report is included in Appendix 5.

**Risk Analysis**

The risks of the charity are reviewed by the Committee on an annual basis, every March. There are currently no red rated risks.

**Legal And Compliance**

Not applicable.

**Impact Assessment**

Not applicable.

## Appendix 1 – Legacies

Open legacies							
Name	Date of Notification	Pecuniary / Residuary	Fund to benefit	Received in period	Total received	Additional Expected (estimated)	Current Status
				£	£	£	
Cunliffe, Nora Marjorie	May-20	Residuary	Cancer Centre, YGC/Ophthalmology, ABH, Audiology YGC - Each to receive 10% of half of the residual value of the Estate	0	72,000	45,000	Grant of Probate has been granted in October 2020. A sale on the property has been agreed. All assets and liabilities have been collated. An interim payment of £120k is to be made. Contracts have now been exchanged. The only outstanding matters relate to HMRC. Last correspondence - March 2021
Jones, Emlyn Thomas	Jan-21	Residuary	Cancer Centre, YGC	0	0	47,033	A letter received from the executing solicitors. Grant of Probate was granted in February 2021. The property is now on the market. Last correspondence - April 2021
Jones, Gwynfor	Jan-21	Residuary	Alaw Unit, YG	0	0	0	A letter received from the executing solicitors. They are in the process of collating assets and liabilities to apply for Grant of Probate. Last correspondence - April 2021
Roberts, Glenys Mair	Jan-21		Llandudno General Hospital	0	0	122,630	Grant of Probate was granted in March 2021. Last correspondence - April 2021

## Appendix 1 – Legacies

Williams, Ellen Lynne	Jan-20	Residuary	Parents and Friends of Rhuddlan Children's Centre	0	0	350,000	Letter received from the solicitors. The legatee is used to work at the centre. She has bequeathed the proceeds of the sale of her house. Grant of Probate has been granted. Last correspondence - April 2021
Williams, Gwynfor	May-21	Residuary	Cancer Centre, YGC	50,000	50,000	10,000	Letter received from the solicitors. Grant of Probate was granted in January 2015. An interim payment of £50k has been received in May 2021. Last correspondence - May 2021
WynneJones, John Trevor		Residuary	Wrexham Maelor Hospital	0	0	0	The Trust is a Life interest Trust created under the terms of the will of the late Dr John Trevor Wynne Jones. The trust is to his daughter, and on her death the trust is to be divided equally between the Wrexham Maelor Hospital and St Dunstons in London. The Trust consists of stocks and shares and a property. Last correspondence - May 2018

## Appendix 1 – Legacies

Young, Gwyneth Alice	Nov-19	Residuary	Aberconwy Ward, Llandudno General Hospital/Gwynedd Breast Cancer Research Fund	0	0	77,123	A sale has been agreed on the property in Llandudno. A copy of the estate accounts have been received and approved. Distribution of the estate is imminent. Last correspondence - May 2021
----------------------	--------	-----------	--	---	---	--------	--

Name	Pecuniary / Residuary	Fund to benefit	Received in period	Total received
			£	£
<b>Closed legacies</b>				
Morgan, Francis David	Residuary	Wrexham Maelor Hospital	42,894	42,894
Platts, Margaret Jennie	Pecuniary	Wrexham Maelor Hospital	1,000	1,000
Jones, Dilys Ann	Residuary	Cancer Centre, YGC	86	86
Williams, Joyce Mary	Residuary	Denbigh Infirmary	3,661	3,661
<b>Total</b>			<b>47,641</b>	

## Appendix 2 – Income and Expenditure

### Items over £25,000

Income & Expenditure Items Over £25,000				
Division	Fund	Income £'000	Expenditure £'000	Description
<b>Income</b>				
Legacy	8Q02 – Cancer Charitable Fund – Glan Clwyd	50		Gwynfor Williams Legacy
Legacy	7T02 – General Funds East	43		Francis David Morgan Legacy
<b>Expenditure</b>				
	None		0	Not applicable
<b>Total</b>		<b>93</b>	<b>0</b>	

### Appendix 3 – Outstanding Commitments

Approval Expiry	Description	Fund No	Fund Name	Amount Approved	Amount Paid	OPO Feed	Amount Outstanding	Notes	Status
30/04/21	PhD Prudent Healthcare (KESS Scholarships) - Yr 3	8T28	General Funds - Awyr Las	4,000	3,500		500	The student undertaking the PhD withdrew in September 2018 after 2 years on the project. It is hoped that the funding for the final year, some of which is held by Bangor University and some by the charity, can be converted into a 1 year Masters. The submission request for this was in the final call before the lockdown. The project proposals submitted to the call now have to go to the KESS 2 Approval Panel and a date is in the process of being set for that meeting. Two and a half year extension awarded.	Open

### Appendix 3 – Outstanding Commitments

31/05/2021	Supporting Primary Care Placements for Nurses and Student Nurses	8T28	General Funds - Awyr Las	4,800	3,450		1,350	First cohort of students commenced at the end of 2017, having been a delayed due to the university having to undertake full work based audits on all practices taking part in the scheme. Due to COVID-19, there have not been any student nurses out in practice, but Bangor University are looking to take on 3rd year placements for primary care students from April 2021 onwards. Four year extension awarded.	Open
31/07/2021	Nasal Mucous Collection - Study 2	8T28	General Funds - Awyr Las	5,700	2,414		3,286	Ongoing project. Project now planned to cover three hay fever seasons and so take longer than originally anticipated. Two year extension awarded.	Open
31/10/2021	Kess Studentship - Year 1	8Q03	Cancer Research Fund - Glan Clwyd	3,750	3,125		625	Ongoing three year project. Student started in September 2018 and is due to finish in July 2021	Open

### Appendix 3 – Outstanding Commitments

31/03/2021	Hybrid Theatre	8B66	Livsey Fund	500,000	467,911		32,089	Large scale Estates project. Orders raised from November 2018 onwards, in line with the project plan. Two year extension awarded.	Open
31/07/2021	Advancing the Primary Care Nursing Workforce across North Wales	8T48	Staff Development Fund	50,000	20,785		29,215	Difficulty with booking courses due to Procurement regulations around block booking. This has delayed the project. The first cohort of courses took place in September and October 2019. The pandemic delayed the programme; it restarted in August 2020, but has had to be put on hold again due to the rise in COVID-19 cases and the inability to release staff to attend this training. Eighteen month extension awarded.	Open
31/03/2020	Project Support for ChemoCare Version 6 Upgrade and Roll-out to Haematology - Year 1	8Q02	Cancer Charitable Fund - Glan Clwyd	46,000	25,674		20,326	Ongoing project	Open
31/03/2021	Project Support for ChemoCare Version 6	8Q02	Cancer Charitable Fund - Glan Clwyd	46,000			46,000	Ongoing project	Open



### Appendix 3 – Outstanding Commitments

	Upgrade and Roll-out to Haematology - Year 2								
31/03/2021	Additional Equipment – Hybrid Theatre	8B66	Livsey Fund	75,300			75,300	This is linked to the main Hybrid Theatre application and the approval expiry date has been set to match. Orders are raised in line with the project plan.	Open
31/07/2020	MSc Biomedcial Science 2 year part-time course - Year 1	9J06	Microbiology Research - YG	3,750	3,750		0	Ongoing course. The staff member is now in her second year, but an invoice from Bangor University has not been received. The service lead is following this up.	Open
330/06/21	Staff Experience Application	8T48	Staff Development Fund	24,000			24,000	Small grants scheme administered by the Fundraising Team. This was put on hold due to COVID-19, but will be restarting shortly. One year extension awarded.	Open
30/09/2021	Replacement Flooring, Tywyn Hospital	9B34	Tywyn General Purposes Fund	6,209			6,209	Ongoing project. There were initially delays in commencing due to some asbestos work that needed to be carried out. Then COVID-19 delayed the project further. The hospital team are waiting for	Open

### Appendix 3 – Outstanding Commitments

								Estates to commence the work as soon as they are able to, but it is unlikely to be until after April. Two year extension awarded.	
31/03/2021	Minor Works Scheme - Ysbyty Alltwen	9B10	Madog Community and Hospital Fund	29,700	2,860		26,840	Estates have confirmed that due to other priority COVID-19 works the contractor has been undertaking, the job has been delayed. It is scheduled to start end of February and the materials required have been ordered. One year extension awarded.	Open
30/09/2020	Assessing the mental health of patients on the Alaw Cancer Care Unit - Yr 1	9Q18	#TeamIrfon	26,019			26,019	Project was put on hold due to COVID-19. Discussions have now started about when the project can commence.	Open
30/09/2021	Assessing the mental health of patients on the Alaw Cancer Care Unit - Yr 2	9Q18	#TeamIrfon	26,019			26,019	Project was put on hold due to COVID-19. Discussions have now started about when the project can commence.	Open
30/04/2022	Patient Journey App	9N17	Trauma & Orthopaedic (West) CPG GP Fund	13,400	9,550	0	3,850	Ongoing project. Approval was £5,000 for set up costs and £350	Open

### Appendix 3 – Outstanding Commitments

								per month for license for 2 years.	
31/05/2020	Gwynt Y Mor Community Fund - Motiv8 Project - Year 1	8D12	Motiv8 North West Wales	23,595	4,091		19,504	Due to COVID-19 the project was put on hold. However, the project has now recommenced and the person appointed to lead it started in mid-February.	Open
31/05/2021	Gwynt Y Mor Community Fund - Motiv8 Project - Year 2	8D12	Motiv8 North West Wales	23,595			23,595	Due to COVID-19 the project was put on hold. However, the project has now recommenced and the person appointed to lead it started in mid-February.	Open
31/03/2021	Evaluating <u>Musical Interaction Therapy (MIT) for Autism</u> with Cross-BCU Impact - Yr 1	8T28	General Funds - Awyr Las	5,500	2,750		2,750	Ongoing project.	Open
31/03/2023	Evaluating <u>Musical Interaction Therapy (MIT) for Autism</u> with Cross-BCU Impact - Yr 3	8T28	General Funds - Awyr Las	5,500			5,500	Ongoing project.	Open
31/04/2021	Wet Rooms - Enfys Ward - See Approval 06/20	8Q02	Cancer Charitable Fund - Glan Clwyd	11,231	6,507		4,724	The communal wet room has been completed, but the bathrooms in the single rooms are still outstanding. Work has been delayed due to COVID-19. Nine month extension awarded.	Open

### Appendix 3 – Outstanding Commitments

31/03/2021	Study - Correlation between novel biomarker expression and interventional treatment in chronic back pain – Pain Management, Wrexham	8T28	General Funds - Awyr Las	16,500			16,500	Ongoing project.	Open
31/03/2022	Study - Correlation between novel biomarker expression and interventional treatment in chronic back pain – Pain Management, Wrexham	8T28	General Funds - Awyr Las	18,000			18,000	Ongoing project.	Open
31/03/2023	Study - Correlation between novel biomarker expression and interventional treatment in chronic back pain – Pain Management, Wrexham	8T28	General Funds - Awyr Las	17,000			17,000	Ongoing project.	Open
30/04/2021	Complimentary Therapy 2020	7Q02	Cancer Support Group - YMW	16,000			16,000	Commitment for 2020/21.	Open
30/04/2021	Complimentary Therapy 2020	8Q02	Cancer Charitable Fund - Glan Clwyd	26,000	1,805		24,195	Commitment for 2020/21.	Open
30/04/2021	Complimentary Therapy 2020	9Q18	#TeamIrfon	33,000			33,000	Commitment for 2020/21.	Open
30/04/2021	Oncology Wigs 2020	7Q02	Cancer Support Group - YMW	25,000	5,220		19,780	Commitment for 2020/21.	Open
30/04/2021	Oncology Wigs 2020	8Q02	Cancer Charitable Fund - Glan Clwyd	25,000	5,310		19,690	Commitment for 2020/21.	Open
30/04/2021	Oncology Wigs 2020	9Q04	Janet Jones (Alaw) - YG	25,000	5,130		19,870	Commitment for 2020/21.	Open
30/04/2021	Dermatology Wigs 2020 - East	8T28	General Funds - Awyr Las	10,000	7,380		2,620	Commitment for 2020/21.	Open

### Appendix 3 – Outstanding Commitments

30/04/2021	Dermatology Wigs 2020 - West	8T28	General Funds - Awyr Las	10,000	7,596		2,404	Commitment for 2020/21.	Open
30/04/2021	Dermatology Wigs 2020 - Central	8T28	General Funds - Awyr Las	10,000	8,730		1,270	Commitment for 2020/21.	Open
30/04/2021	Hearts & Minds Regular Grants Scheme	8T28	General Funds - Awyr Las	20,000			20,000	Small grants scheme for 2020/21.	Open
31/05/2022	Keep the Beats Officer - Yr 2	7B67	Cardiology Fund - East	15,000	12,500		2,500	Ongoing project.	Open
31/05/2022	Keep the Beats Officer - Yr 2	8B42	Cardiology Department Central - Patients Fund	13,000	10,833		2,167	Ongoing project.	Open
31/05/2022	Keep the Beats Officer - Yr 2	9K08	Cardiology Department - West	9,000	7,500		1,500	Ongoing project.	Open
30/05/2021	Bereavement Support Provision	8T52	COVID-19 Response Fund	20,000	3,821		16,179	Ongoing project that has been delayed due to COVID-19 pressures. Six month extension awarded.	Open
31/03/2021	Nathan Wyburn - Thank you BCUHB/NHS/Artwork	8T27	Creative Well Fund	2,500	2,191		309	There have been delays whilst fire regulation approval is sought for the sites to allow the artwork to be hung. Three month extension awarded.	Open
28/02/2021	BQL - Lesotho Family Medicine Specialty Training Program	9T27	Betsi-Quthing Fund	5,700	600		5,100	Ongoing project.	Open
31/03/2021	Ipad Grant Scheme	8T52	COVID-19 Response Fund	50,000	48,715		1,285	COVID-19 project. IT are organising the purchase and roll out of devices.	Open
31/12/2020	Virtual Hospital Scoping Project	8T52	COVID-19 Response Fund	5,000			5,000	Ongoing project.	Open

### Appendix 3 – Outstanding Commitments

28/02/2021	BAME NHSCT Grant	8T52	COVID-19 Response Fund	50,000	33,299		16,701	COVID-19 grant from NHS Charities Together to be used for BAME projects. Individual projects are being identified and when approved, they will be set up as separate projects and this ring-fenced amount reduced accordingly.	Open
30/06/2021	Cultural Competence Training	8T52	COVID-19 Response Fund	2,800			2,800	COVID-19 grant from NHS Charities Together to be used for BAME projects. There have been difficulties in staff being released for awareness sessions, due to COVID-19 pressures. The Equality and Human Rights Strategic Forum have agreed sessions will be delayed to April. Six month extension awarded.	Open
31/05/2021	Covid-19 Medical Education Fellowship	8T52	COVID-19 Response Fund	20,000	1,700		18,300	Ongoing project.	Open
31/01/2022	Patient Advice & Liaison Support Officer – Supporting Carers Support Implementation	8T52	COVID-19 Response Fund	5,000			5,000	Ongoing project.	Open

### Appendix 3 – Outstanding Commitments

30/04/2021	Grant for Travelling Community - Flintshire Area	8T52	COVID-19 Response Fund	500			500	Ongoing project.	Open
31/10/2020	CV-19 Funding Requests - £101 to £4,999 - Apr to Jul	8T52	COVID-19 Response Fund	82,845	52,644	1,050	29,151	COVID-19 grants awarded and not yet spent.	Open
30/11/2020	CV-19 Funding Requests - £101 to £4,999 - August	8T52	COVID-19 Response Fund	13,593	8,163		5,430	COVID-19 grants awarded and not yet spent.	Open
31/12/2020	CV-19 Funding Requests - £101 to £4,999 - September`	8T52	COVID-19 Response Fund	21,118	13,113		8,005	COVID-19 grants awarded and not yet spent.	Open
31/01/2021	CV-19 Funding Requests - £101 to £4,999 - October	8T52	COVID-19 Response Fund	7,910	7,119		791	COVID-19 grants awarded and not yet spent.	Open
28/02/2021	Neuro Physio Equipment	8T52	COVID-19 Response Fund	9,240	4,449		4,791	Ongoing project.	Open
28/02/2021	CV-19 Funding Requests - £101 to £4,999 - November	8T52	COVID-19 Response Fund	8,131	6,813		1,318	Ongoing project.	Open
31/03/2021	CV-19 Funding Requests - £101 to £4,999 - December	8T52	COVID-19 Response Fund	13,430	11,753		1,677	Ongoing project.	Open
30/11/2021	Oncology Research Project	9Q04	Janet Jones (Alaw) - YG	30,000			30,000	Ongoing research project.	Open
30/11/2021	Diagnosis of Meningitis in newborn babies - Research Scientist	8T28	General Funds - Awyr Las	11,500			11,500	Ongoing research project.	Open
30/11/2021	Diagnosis of Meningitis in new born babies - Equipment	8T28	General Funds - Awyr Las	13,473			13,473	Ongoing research project.	Open
30/06/2021	PALS Hub, YG	8T28	General Funds - Awyr Las	6,819			6,819	Ongoing project.	Open

### Appendix 3 – Outstanding Commitments

31/02/2022	Patient Advice & Liaison Support Officer – Supporting Carers Support Implementation	8T28	General Funds - Awyr Las	25,615			25,615	Ongoing project.	Open
31/07/2021	Conwy CMHT Garden Project	8D06	Nant-y-Glyn MHRC Patient Amenities	6,940			6,940	Ongoing project.	Open
30/04/2021	Mobile Scanning Unit for Cardiology	9K08	Cardiology Department - West	66,000	21,593		44,407	Ongoing project.	Open
30/04/2022	KESS 2 Transplant Decliners Research - Emma Jones - Yr 2	7B43	Renal Dept Trainee Grants - YMW	1,000			1,000	Ongoing project.	Open
30/04/2022	KESS 2 Transplant Decliners Research - Emma Jones - Yr 2	8T11	Friends of Renal Care Glan Clwyd Hospital - Central	1,000			1,000	Ongoing project.	Open
30/04/2022	KESS 2 Transplant Decliners Research - Emma Jones - Yr 2	9B71	Renal Unit - YG	1,000			1,000	Ongoing project.	Open
30/04/2023	KESS 2 Transplant Decliners Research - Emma Jones - Yr 3	7B43	Renal Dept Trainee Grants - YMW	1,000			1,000	Ongoing project.	Open
30/04/2023	KESS 2 Transplant Decliners Research - Emma Jones - Yr 3	8T11	Friends of Renal Care Glan Clwyd Hospital - Central	1,000			1,000	Ongoing project.	Open
30/04/2023	KESS 2 Transplant Decliners Research - Emma Jones - Yr 3	9B71	Renal Unit - YG	1,000			1,000	Ongoing project.	Open
30/04/2023	KESS 2 Transplant Decliners Research - Emma Jones - Yr 4	7B43	Renal Dept Trainee Grants - YMW	518			518	Ongoing project.	Open
30/04/2023	KESS 2 Transplant Decliners Research - Emma Jones - Yr 4	8T11	Friends of Renal Care Glan Clwyd Hospital - central	518			518	Ongoing project.	Open



### Appendix 3 – Outstanding Commitments

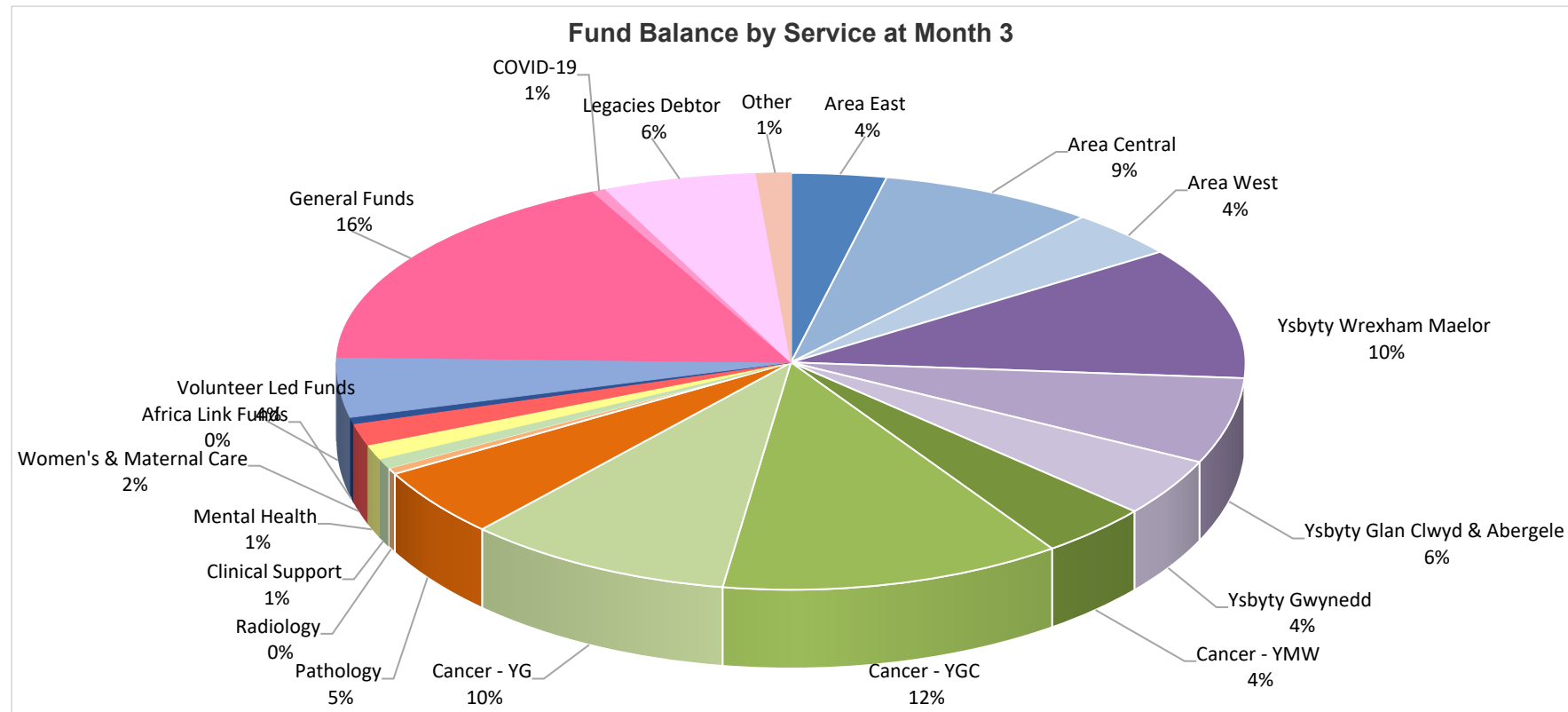
30/04/2023	KESS 2 Transplant Decliners Research - Emma Jones - Yr 4	9B71	Renal Unit - YG	518			518	Ongoing project.	Open
30/04/2021	CV-19 Funding Requests - £101 to £4,999 - January	8T52	COVID-19 Response Fund	4,197	1,762		2,435	Ongoing project.	Open
31/05/2021	CV-19 Funding Requests - £101 to £4,999 - February	8T52	COVID-19 Response Fund	6,221	5,618		603	Ongoing project.	Open
30/06/2021	CV-19 Funding Requests - £101 to £4,999 - March	8T52	COVID-19 Response Fund	8,549	4,911	720	2,918	Ongoing project.	Open
31/07/2021	CV-19 Funding Requests - £101 to £4,999 - April	8T52	COVID-19 Response Fund	10,737	5,304		5,433	Ongoing project.	Open
31/08/2021	Bladder Scanner	7B09	South Wrexham Locality - Chirk General Purposes	8,430			8,430	Ongoing project.	Open
31/08/2021	RITA System x 2	8T52	COVID-19 Response Fund	11,990			11,990	Ongoing project.	Open
31/08/2021	COSHH Cabinet for Endoscopy Unit	8B61	YGC Medical Ward Fund - Patient Amenities	9,000			9,000	Ongoing project.	Open
31/03/2022	Charity Budget 2021/22	8T28	General Funds - Awyr Las	492,443	89,947		402,496	Ongoing project.	Open
	<b>TOTAL</b>						<b>1,306,148</b>		

## Appendix 4 – Analysis of Funds by Service

	Opening position M01 £000	Income £000	Expenditure £000	New Unspent Commitments £000	Closing position M03 £000
Area East	427	20	-5	-8	434
Area Central	910	11	-7	0	914
Area West	413	11	-5	0	419
<b>Area Teams</b>	<b>1,750</b>	<b>42</b>	<b>-17</b>	<b>-8</b>	<b>1,767</b>
Ysbyty Wrexham Maelor	1,019	27	-3	0	1,043
Ysbyty Glan Clwyd & Abergelle	661	13	-7	-9	658
Ysbyty Gwynedd	430	18	-2	0	446
Women's & Maternal Care	169	2	-2	0	169
Pathology	533	2	-2	0	533
Radiology	50	0	0	0	50
Clinical Support	76	0	0	0	76
<b>Secondary Care</b>	<b>2,938</b>	<b>62</b>	<b>-16</b>	<b>-9</b>	<b>2,975</b>
Cancer - YMW	416	9	-6	0	419
Cancer - YGC	1,257	62	-12	0	1,307
Cancer - YG	993	39	20	-31	1,021
<b>Cancer Services</b>	<b>2,666</b>	<b>110</b>	<b>2</b>	<b>-31</b>	<b>2,747</b>
<b>Mental Health</b>	<b>114</b>	<b>4</b>	<b>-4</b>	<b>0</b>	<b>114</b>
Africa Link Funds	55	1	-6	0	50
Volunteer Led Funds	444	14	0	0	458
General Funds	1,662	549	-29	-434	1,748
COVID-19	93	3	-18	-19	59
Legacies Debtor	775	-90	0	0	685
Other	185	3	-29	0	159
<b>Other Funds</b>	<b>3,214</b>	<b>480</b>	<b>-82</b>	<b>-453</b>	<b>3,159</b>
<b>Total Charity Balance</b>	<b>10,682</b>	<b>698</b>	<b>-117</b>	<b>-501</b>	<b>10,762</b>

Note: The Legacies Debtor fund holds the accruals for legacies where probate has been granted, but we have not yet received the cash. This fund is used to protect the designated funds from fluctuations in the final legacy received. When the legacy is received, it will be credited to the designated fund specified in the Will and the accrual will be reversed out from the Legacies Debtor fund. This is shown as negative income.

## Appendix 4 – Analysis of Funds by Service



Service Type	£000	%
Area Teams	1,767	16%
Secondary Care	2,975	28%
Cancer Services	2,747	26%
Mental Health	114	1%
Other	3,159	29%
	10,762	

Health Economy	£000	%
East	1,896	18%
Centre	2,879	27%
West	1,886	18%
BCU Wide	4,101	38%
	10,762	

## **Appendix 5 – Glossary of Terms**

### **Donations**

Donations include all income received by the charity as gifts made to it on a voluntary basis.

### **Fundraising income**

This includes income from all fundraising activities, events and sponsorship.

### **Governance and support costs**

These include the recharge from the Health Board for Finance and administration support, external audit fees, software fees, bank costs and other admin charges.

### **Fundraising costs**

This is the total costs of fundraising. It includes the costs of fundraising by individual wards and departments, as well as the pay and non-pay costs of the Fundraising Team.

### **Long term investment**

Fixed asset investments are held to generate income and for their investment potential. For the charity, this consists of the investment portfolio managed by Brewin Dolphin.

### **Unrealised gains**

An unrealised gain is a potential profit that exists on paper, resulting from an investment. It is an increase in the value of an asset that has yet to be sold for cash, such as a stock position that has increased in value but still remains open. The gains and losses reported in the charity's accounts are unrealised as the investments are still held. They would only become realised if the assets were sold and converted to cash.

### **Commitments**

The value of all the grants that have been approved by the charity, but not yet spent.

### **Unrestricted funds**

Unrestricted funds are spent or applied at the discretion of the trustees to further any of the charity's purposes. Trustees may choose to set up designated funds that remain part of the unrestricted funds of the charity. This is because the designation has an administrative purpose only and does not legally restrict the trustees' discretion in how to apply the unrestricted funds that they have earmarked.

### **Restricted funds**

Funds held on specific trusts under charity law are classed as restricted funds. The resources of each restricted fund are held and maintained separately from other funds. This is in recognition of the circumstances in which the resources were originally received, and/or the restrictions on the fund that determine the way those resources are subsequently to be treated. Restricted funds in Awyr Las primarily come from legacies. However there are also some specific designated funds that are wholly restricted.

## **Appendix 5 – Glossary of Terms**

### **Reserves**

Reserves are the funds that the charity has which can be freely spent on any of its charitable purposes. This therefore excludes restricted income funds, but includes unrestricted designated funds.

### **Designated Funds**

Funds that are aligned to specific wards, departments and services. They can be restricted or unrestricted. These funds are managed by Fund Advisors.

### **General Funds**

These are the funds held by the charity that are not designated. They can be restricted (where there is a broad restriction to the Health Board rather than a particular service) or unrestricted. General Funds receive the unrealised gains or losses on the investments. General Funds pay for the running costs of the charity – all governance and support costs, plus the costs of the Fundraising Team.

### **Dormant Funds**

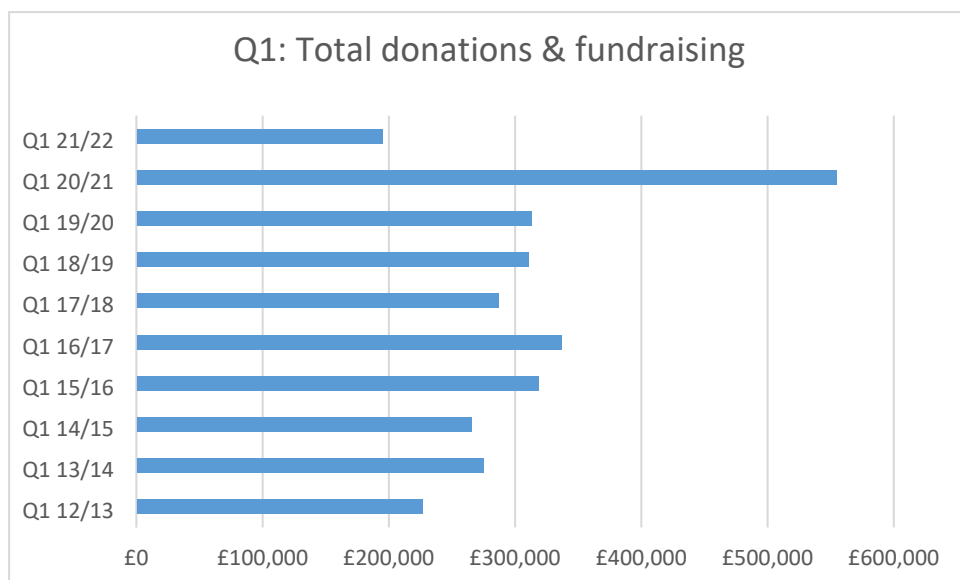
These are designated funds, which have not had any income or expenditure in the preceding year.

### **Semi-dormant Funds**

These are designated funds, which have not had any expenditure in the preceding year, but have received income.

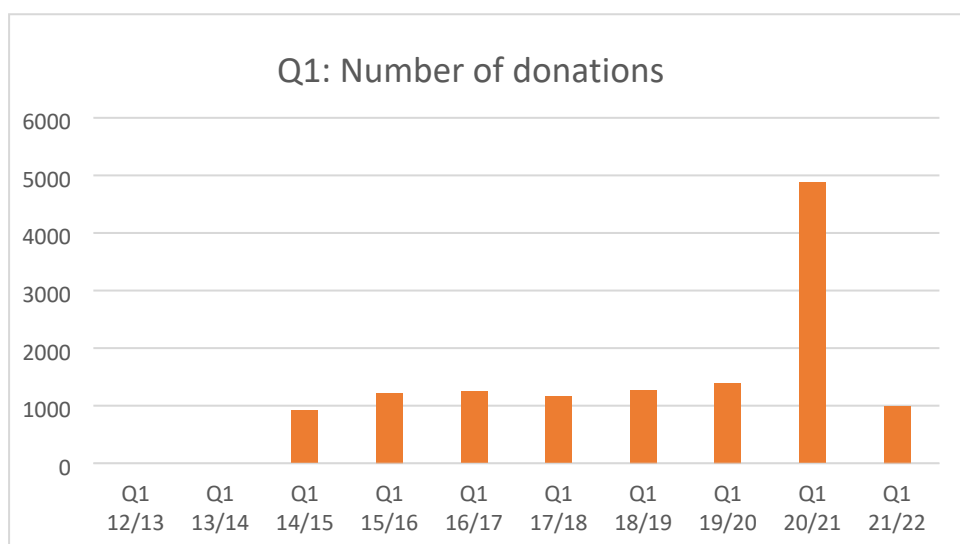
<b>Cyfarfod a dyddiad:</b> <b>Meeting and date:</b>	<b>Charitable Funds Committee 16<sup>th</sup> September 2020</b>					
<b>Cyhoeddus neu Breifat:</b> <b>Public or Private:</b>	<i>Public</i>					
<b>Teitl yr Adroddiad</b> <b>Report Title:</b>	BCUHB Fundraising Update Report					
<b>Cyfarwyddwr Cyfrifol:</b> <b>Responsible Director:</b>	Sue Hill, BCUHB Executive Director of Finance					
<b>Awdur yr Adroddiad</b> <b>Report Author:</b>	Kirsty Thomson, BCUHB Head of Fundraising					
<b>Craffu blaenorol:</b> <b>Prior Scrutiny:</b>	<i>No prior scrutiny</i>					
<b>Argymhelliad / Recommendation:</b>						
<i>The Committee is asked to note the information included within the BCUHB Fundraising Update Report.</i>						
<b>Appendices: N/A</b>						
Please tick as appropriate						
<b>Ar gyfer penderfyniad /cymeradwyaeth For Decision/ Approval</b>		<b>Ar gyfer Trafodaeth For Discussio n</b>		<b>Ar gyfer sicrwydd For Assurance</b>		<b>Er gwybodaeth For Information</b> ✓
<b>Sefyllfa / Situation:</b>						
<p><i>This paper provides an update on the following key areas of the Fundraising Section of the Awyr Las Support Team's activity:</i></p> <ol style="list-style-type: none"> <li><i>1. Donations and Fundraising Trends</i></li> <li><i>2. Complaints Report</i></li> <li><i>3. Press Coverage</i></li> <li><i>4. Notable events and activities</i></li> <li><i>5. Key events and activities: save the dates</i></li> <li><i>6. Grants Process Review</i></li> <li><i>7. NHS Charities Together Stage 2 &amp; 3 Grant Update</i></li> <li><i>8. Strategic Action Plan Update</i></li> </ol> <p><i>This paper seeks to provide assurance on the main activities, direction and focus of the Fundraising Section of the Awyr Las Support Team for BCUHB's Board representatives who form the Charitable Funds Committee membership. This should be read in conjunction with the Awyr Las Finance Report.</i></p>						
<b>Cefndir / Background:</b>						
<p><b>1. Donations and Fundraising Trends</b></p> <p>In Q1 of 2021/22 total donations and fundraising has decreased significantly in comparison to previous years. This had been expected because of the impact of Covid-19 on 'disposable income', engaged audiences and because of the success of last year's Covid-19 Response Appeal:</p>						

Q1 12/13	Q1 13/14	Q1 14/15	Q1 15/16	Q1 16/17	Q1 17/18	Q1 18/19	Q1 19/20	Q1 20/21	Q1 21/22
£227,276	£275,376	£265,820	£319,072	£337,059	£287,509	£310,967	£313,453	£554,605	£195,616



The number of donations received in Q1 fell below 1,000 for the first time since 2014/15 :

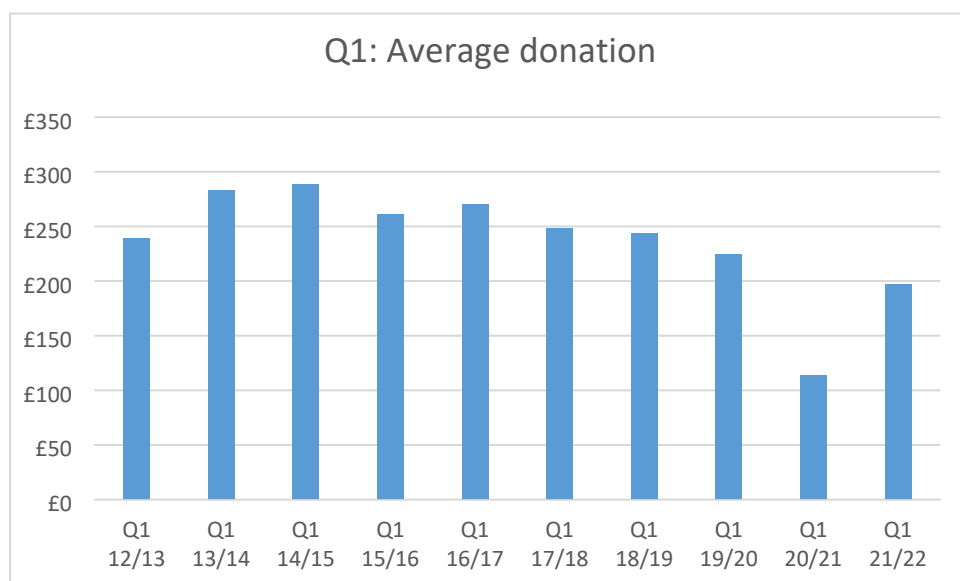
Q1 12/13	Q1 13/14	Q1 14/15	Q1 15/16	Q1 16/17	Q1 17/18	Q1 18/19	Q1 19/20	Q1 20/21	Q1 21/22
950	971	920	1221	1247	1157	1277	1394	4875	991



The average donation amount has remained under £200. Prior to 2020/21, the average donation amount was significantly higher. This is still significantly higher than the national average donation amount, which was £27 in 2021, according to research carried out by Statistica.com.

Q1 12/13	Q1 13/14	Q1 14/15	Q1 15/16	Q1 16/17	Q1 17/18	Q1 18/19	Q1 19/20	Q1 20/21	Q1 21/22
-------------	-------------	-------------	-------------	-------------	-------------	-------------	-------------	-------------	-------------

£239	£284	£289	£261	£270	£248	£244	£225	£114	£197.39
------	------	------	------	------	------	------	------	------	---------



## 2. Complaints Report

The Awyr Las Support Team received a complaint from a member of the public who was aware that the charity had funded a specific piece of equipment, but they had not themselves benefitted from this additional medical device. The complainant received a letter addressing concerns and the matter was raised with the service team and logged with concerns. No further action was required.

## 3. Media Coverage

In the past quarter, Awyr Las has issued press releases on: Cardiology services, Covid-19 Appeal impact, the Big Tea, various events and activities organised by fundraisers. Representatives have featured on BBC Radio Wales, Radio Cymru and in local press.

## 4. Notable events and activities in the past quarter:

### NHS Big Tea

The NHS Big Tea provided an opportunity for Awyr Las to thank those who have given in recent years with a specific mail drop for existing supporters informing them on how donations have made a difference as well as a 'thank you' telethon. Expectations were low in terms of Big Tea registrations, because Covid-19 restrictions prevented many people from getting together. External involvement was up from 2 Big Tea registrations in 2020 to 21 this year, but internal sign ups decreased from 29 last year to 24 this year. The feedback from those who received the mailing was overwhelmingly positive.

An external agency, Worldspan, was commissioned to support with social media promotion, press support and the mailing, and this proved to be a useful learning experience. The main recommendation is to begin planning in Q3, i.e. plan now for next summer, and to allocate budget for all staff to hold their own Big Tea parties as part of the staff wellbeing agenda.

The final report on the 2021 NHS Big Tea will be shared with Health Board members on 20<sup>th</sup> September. The Worldspan post-campaign report and the Google Analytics insights can be seen here: [16.09.2021 - OneDrive \(sharepoint.com\)](#).

## New Communications and Partnerships Directorate



The fundraising and partnerships section of the Awyr Las Support Team has moved directorates from Finance to the new Communications and Partnerships Directorate. The substantive Director of Communications and Partnerships will be in post from 15<sup>th</sup> November.

### **New Wales NHS Charities Group**

In July a new NHS Charities Mutual Interest Group for Wales was established. The group will meet quarterly with representatives from all aspects of the charities support teams attending the virtual meetings.

### **5. Key events and activities: save the dates**

11.10.21: Light Up Our Hospitals - Bangor Pier launch

### **6. Grants Process Review**

A key feature of the 2022-25 Awyr Las Strategy will be enhancing the charity's grant giving. The Awyr Las Support Team have identified the main improvements needed to improve the charity's grant application, prioritisation and communication processes:

- Accessibility
- Standardisation
- Consistent monitoring and evaluation
- Digitisation

In order to address the improvements that need to be made immediately, small changes have begun to be implemented. Seilo Communications are supporting the Team one day a week with press and social media support, with a specific brief to report on Awyr Las grant impact on patient services, whilst a permanent Awyr Las Communications Officer role has gone out to advert. An application guide is being drawn up to assist all grant applicants and ensure better quality, more thorough funding requests. Awyr Las grants will be more prominent on the intranet to encourage more people to apply for funding.

### **7. NHS Charities Together Stage 2 & 3 Grant Update**

The Head of Fundraising is expecting an update on Stage 2 and 3 Grant submissions on 24<sup>th</sup> September.

**8. Strategic Action Plan Update** The Awyr Las Support Team's action plan for Q2&Q3 2021/22 was presented at the June Charitable Funds Committee meeting. The original paper can be viewed here [CF2130 Strategic Action Plan 2021.22 Final.docx \(sharepoint.com\)](#). Here is a brief overview of progress made over the past quarter:

Objective	Responsibility and information	Timeframe (month of completion in 2021)
Complete Fundraising Plans for the Large Appeals	Head of Fundraising. Information requests issued to all the lead staff members on the following programmes to help inform the timetable and resource required for the large-scale appeals: a) Shooting Star Unit b) Virtual Hospital and Digital Support	November - On target

	c) Mental Health Development d) Social Prescribing and community activity e) Parental and carers accommodation f) MRI Scanner Business Case	
Gain approval for the new Charity strategy	Head of Fundraising Draft strategy to be circulated to all CFC members week 18 <sup>th</sup> October for comments.	December - On target
Gain approval for a revised operational plan	Head of Fundraising Draft operational plan to be circulated to all CFC members week 18 <sup>th</sup> October for comments.	November - On target
Gain approval for a new Charity Team structure	Head of Fundraising Draft Charity Team Structure to be circulated to appropriate Exec Directors week 18 <sup>th</sup> October for comments.	October - On target
Complete recruitment of vacant role in the team	Head of Fundraising Closing date for applications 01/10/21	October - On target
Attend HMT & AMT meetings minimum 2 x per annum	Head of Fundraising meeting with all Hospital Directors in October to share draft strategy	Ongoing - On target
Implement the CRM	Digital and Data Manager ICT confirmed Awyr Las do need a separate CRM. Target date for Completed Documentation and Tender Specification 18 <sup>th</sup> October.	December – Behind planned schedule. Implementation will be in Q2 2022/23.
Complete a Digital and Data 2022-25 plan	Digital and Data Manager	October – On target
Quarterly Board Updates	Digital and Data Manager	Ongoing – September-December due to be published week 20/09
All general social media management	Digital and Data Manager, Partnerships Support Manager & Charity Support Manager	Ongoing – see <a href="#">Social Media Insights_Q1Q2_2021.22.docx (sharepoint.com)</a> for more information on social media insights from Q1 & Q2.
NHS Big Tea Plan	Charity Support Manager	July - complete
Christmas Lights Plan	Charity Support Manager Initial plan to be shared with key stakeholder group week 20/09	Ongoing
Support all Corporate Partnerships	Charity Support Manager	Ongoing
Million Steps Plan	Charity Support Manager - 50 individuals expressed an	September – On target

	interest in the September event, 25 participants officially signed up.	
Establish and commence work with the Marketing, Advertising and Sponsorship Task and Finish Group	Partnerships Support Manager & Charity Support Manager.  Date set for initial meeting in October	October – On target
All grants co-ordination	Charity Assistant Accountant	Ongoing
Provide excellent finance function	Charity Assistant Accountant	Ongoing
Monthly Updates for all Fund Advisors	Partnerships Support Manager	Ongoing
Introduce Agreements for all Third Sector Groups overseen by the BCUHB Charity Support Team	Partnerships Support Manager	November – Behind schedule. Expect all agreements in place by end December
Refresh Awyr Las Volunteers Policy	Partnerships Support Manager	November – Behind schedule due to capacity. Delayed for completion by March 2021
Initial Draft of a BCUHB Third Sector Catering and Retail Partners Protocol	Partnerships Support Manager Working group established.	November – On target.
Arrange for all Hospitals and BCUHB premises to have an Awyr Las notice board & a champion responsible for maintaining it	Partnerships Support Manager & Awyr Las Administrator	October – Behind schedule due to capacity. Delayed for completion by March 2021
Provide excellent administrative support	Awyr Las Administrator	Ongoing
Ensure weekly team catch-ups, fortnightly 1:1s and monthly all team formal meetings.	Awyr Las Administrator	Ongoing
Use of space scoping exercise	External Support	November – On target
Christmas Lights Planning Support	External Support Due to be commissioned in September	(July October to) December
NHS Big Tea & Digital Mailing	External Support Complete	July – Complete
6 x Press Releases	External Support Seilo Ltd providing communications support September – December 2021	Ongoing
Large Appeals Feasibility Reports	External Support Yellow Chair Consulting providing support September – October 2021	September – On target
2 x Digital Support Campaigns	External Support	(July to) December – On target

	Cardiology Vehicle completed, 2 <sup>nd</sup> is part of Christmas Lights Project launching October	
--	---	--

## Asesiad / Assessment & Analysis

### Strategy Implications

*This report is underpinned by the Awyr Las Strategy 2016-21, see <https://awyrlas.org.uk/content/downloads/The-Awyr-Las-Strategy-2016-to-2021.pdf>.*

### Options considered

*All fundraising, marketing and resourcing options are considered by the Awyr Las Support Team (ALST) during planning phases. All relevant information is included in the Background Section of this paper, where appropriate.*

### Financial Implications

*The items outlined in this report are all costed within the agreed Awyr Las Support Team.*

### Risk Analysis

*An individual Risk Analysis is completed for all Awyr Las events and activities, and for new processes and ways of working introduced by members of the Awyr Las Support Team (ALST). The ALST's perceived main risks are included in the Charity's Risk Register.*

### Legal and Compliance

*All items within this report will be monitored and will be updated on at the June 2021 Charitable Funds Committee meeting.*

### Impact Assessment

*Impact Assessments are carried out for all Awyr Las events and activities, and for new processes and ways of working introduced by members of the ALST.*

<b>Cyfarfod a dyddiad: Meeting and date:</b>	<b>Charitable Funds Committee 16<sup>th</sup> September 2021</b>					
<b>Cyhoeddus neu Breifat: Public or Private:</b>	<i>Public</i>					
<b>Teitl yr Adroddiad Report Title:</b>	BCUHB Third Sector Group Report					
<b>Cyfarwyddwr Cyfrifol: Responsible Director:</b>	Sue Hill, BCUHB Executive Director of Finance					
<b>Awdur yr Adroddiad Report Author:</b>	Kirsty Thomson, BCUHB Head of Fundraising					
<b>Craffu blaenorol: Prior Scrutiny:</b>	<i>No prior scrutiny</i>					
<b>Argymhelliad / Recommendation:</b>						
<i>The Committee is asked to note the information included within this report.</i>						
Please tick as appropriate						
<b>Ar gyfer penderfyniad /cymeradwyaeth For Decision/ Approval</b>		<b>Ar gyfer Trafodaeth For Discussion</b>		<b>Ar gyfer sicrwydd For Assurance</b>		<b>Er gwybodaeth For Information</b> ✓
<b>Sefyllfa / Situation:</b>						
<p><i>The Awyr Las Support Team's Partnerships Support Manager continues to work closely with Third Sector Groups that support BCUHB services, particularly those that run cafes, shops or tea trolley facilities on BCUHB premises.</i></p> <p><i>Included in this report:</i></p> <ol style="list-style-type: none"> <li><i>1. Existing Third Sector Partners Update</i></li> <li><i>2. Streamlining support for all charitable supporters of BCUHB</i></li> <li><i>3. BCUHB Volunteer Strategy: Volunteering in BCUHB Scoping Exercise and Impact Assessment</i></li> </ol>						
<b>Cefndir / Background:</b>						
<b><u>1. Existing Third Sector Partners</u></b>						
<p>The cafes and shops on BCUHB premises that are run by third party organisations are in the process of reopening, and some Third Sector groups that usually meet on Health Board premises are, in some cases, now permitted to do so again. In order to do so, all organisations are required to complete the following with the support of Hospital Management representatives, the Partnerships Team and Estates and Facilities:</p> <ol style="list-style-type: none"> <li>1. Approved Risk Assessments (with sign off from Infection Control and Health and Safety representatives as well as the Hospital Management Team)</li> <li>2. Service Level Agreements / Partnerships Agreements</li> <li>3. A Tenancy at Will agreement as required.</li> </ol>						

This formal documentation aims to safeguard Third Sector partners and BCUHB, and is being introduced in accordance with best practice.

The Partnerships Support Manager is working to a timetable to complete Agreements for all of the following partners between now and December 2021.

Hospital	Organisation Name	Café / Shop Location
Abergele	Abergele League of Friends	Café
Ysbyty Glan Clwyd	Ysbyty Glan Clwyd League of Friends	Café - Cancer Unit
Mold	Mold Hospital League of Friends	Café - Retail
Ysbyty Maelor	Maelor Voluntary Service	Café 1
Ysbyty Maelor	Maelor Voluntary Service	Café 1 Retail
Ysbyty Maelor	Maelor Voluntary Service	Café 2 Retail
Deeside	Deeside League of Friends	Café Retail
Ysbyty Glan Clwyd	Ysbyty Glan Clwyd League of Friends	Café Retail
Ysbyty Maelor	Maelor Voluntary Service	Entrance B Tea Bar Retail
Ysbyty Maelor	Wrexham League of Friends	Entrance Shop Retail
Ysbyty Gwynedd	Alaw Cancer & Haematology Fundraising Group	Fundraising Only
Ysbyty Maelor	Bala League of Friends Supporting Wrexham League of Friends	Fundraising Only
Bryn Beryl	Cyfeillion Ysbyty Bryn Beryl	Fundraising Only
Eryri	Cyfeillion Ysbyty Eryri	Fundraising Only
Ysbyty Gwynedd - Cancer Services	Friends of Alaw Day	Fundraising Only
Ysbyty Penrhos Stanley	Penrhos Stanley Amenities Fund	Fundraising Only
Ysbyty Maelor Cancer Services	Shooting Star Appeal	Fundraising Only
Tywyn	The Tywyn and District Memorial Hospital Appeal Fund	Fundraising Only
Ysbyty Glan Clwyd	Treasure Chest	Fundraising Only
Dolgellau	Ysbyty Dolgellau LoF	Fundraising Only
Ffestiniog Health Centre	Ysbyty Ffestiniog League of Friends	Fundraising Only
Ysbyty Gwynedd	Royal Voluntary Services	Hospital Office - Retail
Ysbyty Glan Clwyd	Royal Voluntary Services	Hospital Reception

Llandudno Hospital	Royal Voluntary Services	Hospital Shop - Retail
Ysbyty Gwynedd	Royal Voluntary Services	Hospital Shop - Retail
Ysbyty Penrhos Stanley	Royal Voluntary Services	Hospital Shop - Retail
Llandudno Hospital	Royal Voluntary Services	Hospital Stock Room - Retail
Ysbyty Penrhos Stanley	Royal Voluntary Services	Hospital Stock Room - Retail
Colwyn Bay Hospital	Royal Voluntary Services	Hospital Stock Room Retail
Bryn Beryl	Royal Voluntary Services	Hospital Stock Room - Retail
Colwyn Bay Hospital	Royal Voluntary Services	Hospital Tea Bar - Retail
Ysbyty Gwynedd	Royal Voluntary Services	Hospital Tea Bar - Retail
Bryn Beryl	Royal Voluntary Services	Hospital Trolley - Retail
Llandudno Hospital	Royal Voluntary Services	Hospital Trolley - Retail
Ysbyty Glan Clwyd	Royal Voluntary Services	Hospital Trolley - Retail
Ysbyty Gwynedd	Royal Voluntary Services	Hospital Trolley - Retail
Ysbyty Penrhos Stanley	Royal Voluntary Services	Hospital Trolley - Retail
Llandudno Hospital	Royal Voluntary Services	Hospital Vending - Retail
Colwyn Bay Hospital	Royal Voluntary Services	Hospital Trolley - Retail
Ysbyty Gwynedd	Royal Voluntary Services	Information Point
Ysbyty Maelor	Wrexham League of Friends	Main Shop Retail
Ruthin	Ruthin Hospital League of Friends	New Tea Bar opening soon
Ysbyty Glan Clwyd	Ysbyty Glan Clwyd League of Friends	Office
Ysbyty Maelor	Maelor Voluntary Service	Office
Ysbyty Maelor	Wrexham League of Friends	Office Space, back of shop
Ysbyty Maelor	Maelor Hospital Radio	Radio Station
Ysbyty Glan Clwyd	Radio Glan Clwyd	Radio Station
Ysbyty Gwynedd	Radio Ysbyty Gwynedd	Radio Station
Ysbyty Glan Clwyd	Ysbyty Glan Clwyd League of Friends	Shop Retail
Ysbyty Glan Clwyd	Royal Voluntary Services	Stock Room - Retail
Ysbyty Glan Clwyd	Ysbyty Glan Clwyd League of Friends	Stock Room - Retail
Ysbyty Maelor	Maelor Voluntary Service	Stock Room Orthopaedic Retail
Ysbyty Gwynedd	Cyfeillion Ysbyty Gwynedd	Storage Cupboard YG by ATM
Denbigh	Denbigh Infirmary LoF	Tea Bar - Retail
Holywell	Holywell Hospital Good Companions	Tea Bar - Retail
Ysbyty Maelor	Maelor Voluntary Service	Tea Bar Orthopaedic Retail

Ysbyty Maelor	Maelor Voluntary Service	Tea Bar Shooting Star Retail
Alltwn	League of Friends, Ysbyty Alltwn	Trolley Service

## **2. Streamlining support for all charitable supporters of BCUHB**

In March 2021, the Head of Fundraising reported that the Awyr Las Support Team is reviewing the process for invoicing third sector groups. Currently some charities, like Leagues of Friends, decide what they wish to fund, then BCUHB pays for the equipment or project and invoices the League of Friends. Other charities determine what they would like to fund and agree to the terms of a grant with BCUHB staff including the Charity Support Team, and then the charity transfer the funding in advance of the equipment being ordered. In order to streamline this activity and reduce confusion, one agreed process is required.

This review is inclusive. Third sector partners will remain engaged throughout the process of implementing new ways of invoicing and reporting.

The Interim Charity Accountant and Head of Fundraising and the team are currently reviewing the Awyr Las Financial Procedures and is considering the implications that this streamlining of processes may have on the Procedures. Third Sector groups, additional finance staff, Fund Advisors and Charitable Funds Committee members will be invited to comment on the possible changes to invoicing throughout October. A final proposal will be presented to the Charitable Funds Committee in December 2021.

## **3. BCUHB Volunteer Strategy: Volunteering in BCUHB Scoping Exercise and Impact Assessment**

Following extensive conversations with NWSSP property services, an internal BCUHB Catering and Retail Use of Space working group has been established to determine how BCUHB use of space principles for the long term can be developed in collaboration with partners. It is envisaged that within the next quarter patients, visitors, catering and retail partners and staff will be invited to share their thoughts on what their expectations are for catering and retail services on BCUHB premises.

This piece of work will help shape BCUHB's wider BCUHB Volunteering Strategy, which is due to be published in March 2021.

## **Asesiad / Assessment & Analysis**



### **Strategy Implications**

*This report is underpinned by the Awyr Las Strategy 2016-21, see <https://awyrlas.org.uk/content/downloads/The-Awyr-Las-Strategy-2016-to-2021.pdf>.*

### **Options considered**

*The options for working with external agencies to carry out the 'Volunteering in BCUHB Scoping Exercise and Impact Assessment' will be considered by the Volunteering Steering Group and the BCUHB Procurement Team.*

### **Financial Implications**

*The fact that shops and cafes have been unable to open will have an impact on charitable income given directly to BCUHB from the Leagues of Friends.*

### **Risk Analysis**

*A Risk Analysis has been drawn up for all the cafes and shops on BCUHB premises.*

*A Risk Analysis will be drawn up as part of the 'Volunteering in BCUHB Scoping Exercise and Impact Assessment' Steering Group Terms of Reference*

### **Legal and Compliance**

*All items within this report will be monitored and will be updated on at the June 2021 Charitable Funds Committee meeting.*

### **Impact Assessment**

*An Impact Assessment will be carried out as part of the 'Volunteering in BCUHB Scoping Exercise and Impact Assessment'*

<b>Cyfarfod a dyddiad:</b> <b>Meeting and date:</b>	<b>Charitable Funds Committee 16<sup>th</sup> September 2021</b>					
<b>Cyhoeddus neu Breifat:</b> <b>Public or Private:</b>	<i>Public</i>					
<b>Teitl yr Adroddiad</b> <b>Report Title:</b>	Keep the Beats Report					
<b>Cyfarwyddwr Cyfrifol:</b> <b>Responsible Director:</b>	Sue Hill, BCUHB Executive Director of Finance					
<b>Awdur yr Adroddiad</b> <b>Report Author:</b>	Kirsty Thomson, BCUHB Head of Fundraising					
<b>Craffu blaenorol:</b> <b>Prior Scrutiny:</b>	<i>No prior scrutiny</i>					
<b>Argymhelliad / Recommendation:</b>						
<i>The Committee is asked to note the information included within this report and confirm sufficient assurance has been given for the Awyr Las Keep the Beats Fund to continue to purchase defibrillators for use in the community.</i>						
Please tick as appropriate						
<b>Ar gyfer penderfyniad /cymeradwyaeth For Decision/ Approval</b>		<b>Ar gyfer Trafodaeth For Discussion</b>		<b>Ar gyfer sicrwydd For Assurance</b>	✓	<b>Er gwybodaeth For Information</b>
<b>Sefyllfa / Situation:</b>						
<p>In March 2021, the Head of Fundraising included a request to dedicate resource from within the Fundraising Support Team to support the Keep the Beats Fund Advisor in achieving an ambitious fundraising target for 2021/22. The Keep the Beats Fund wanted to build on the application for defibrillators on Snowdon which was supported by the Charitable Funds Committee in November 2020 by funding more defibrillators across rural and coastal areas of North Wales, where partners had identified a real need for them. The Charitable Funds Committee raised concerns at March and June 2021 meetings, all of which have been addressed by the Head of Fundraising. <b>The Head of Fundraising now requests that the Charitable Funds Committee members confirm they have sufficient assurance for the Keep the Beats Fund Advisor, volunteers and supporters and the Awyr Las Support Team members to resume proactively fundraising for the Keep the Beats Fund.</b></p> <p>The queries relating to the North Wales Public Access Defibrillator Support service are addressed in this document. The queries relating to fundraising are considered in the CF21/52 Fundraising Appeals Focus 2021/22 report. The Charitable Funds Committee requested that the following be considered:</p> <ol style="list-style-type: none"> <li>1. Reputational work be undertaken with NWSSP legal experts around the commitment that would be taken on before proceeding.</li> <li>2. The Chair advised that complete assurance would be required with regard to ownership and responsibility, reputational assessment and public liability.</li> <li>3. The Chair queried whether approving this would tie the charity into a longer working relationship with the PADS Officer.</li> <li>4. The Chair requested that the Head of Fundraising consult Workforce with regard to implications of a two-year contract for a PADS Officer.</li> </ol>						

5. The Chair requested information regarding the way in which the risks listed had been assessed, reiterating the requirement for complete assurance to be provided.

#### **Cefndir / Background:**

On 24<sup>th</sup> April 2020, the Charitable Funds Committee approved an application from three cardiology services funds (West, East and Central) to fund a Public Access Defibrillator Support Officer role. This Public Access Defibrillator Support Officer is employed by SADS UK (Sudden Arrhythmic Death Syndrome UK, Registered charity number 1113681, part of the international SADS network), funded by Awyr Las and supported by both the Betsi Cadwaladr University Health Board (BCUHB) and the Welsh Ambulance Service Trust (WAST). BCUHB provides training and a matrix management support service for the Public Access Defibrillator Support Officer and WAST also provides a matrix management support service. Due to the close partnership working context, the Public Access Defibrillator Support Officer is expected to adhere to BCUHB and WAST policies and procedures. The Awyr Las funding for the Public Access Defibrillator Support Officer expires on 31/05/22.

Keep the Beats is an Awyr Las Fund dedicated to reducing the incidence of and increasing awareness of sudden cardiac deaths. Keep the Beats supports the North Wales Out of Hospital Cardiac Arrest (NWOHCA) partnership project, a collaboration between BCUHB, SADS UK and WAST. The Public Access Defibrillator Support Officer role was created through the emergence of the NWOHCA project, and the NWOHCA project lead is Julie Starling, a BCUH Arrhythmia Advanced Clinical Nurse Specialist, one of the two Fund Advisors for the Keep the Beats Fund. Read more about the Keep the Beats Processes and Agreements here: [Keep The Beats Processes and Agreements Final.docx \(sharepoint.com\)](#).

#### **Asesiad / Assessment & Analysis**

## Strategy Implications

1. Reputational work be undertaken with NWSSP legal experts around the commitment that would be taken on before proceeding.

NWSSP legal experts provided legal advice on 6<sup>th</sup> July 2021. The advice can be read in full here: [Final Draft Advice KTB.docx \(sharepoint.com\)](#). The NWSSP document specifically refers to reputation:

*With regard to reputational damage the Health Board/Awyr Las could perhaps consider including in the Guardian Agreement additional practical steps/obligations on the Guardian Organisation, in order to monitor whether they are complying with their obligations under the Guardian Agreement.*

Regular reporting requirements have been included in the Defibrillator Guardian Agreement, confirming the up-to-date standard of the defibrillator and notification as to when the defibrillator is used and the subsequent steps taken afterwards to ensure it is in working order again, on the advice of the NWSSP Legal Team. Failure to report has also been addressed. All suggested amendments to the Defibrillator Guardian Agreement have been included in the final version, which can be viewed here: [Final draft Defibrillator Guardian Agreement Template\\_12.07.21.docx \(sharepoint.com\)](#).

2. The Chair advised that complete assurance would be required with regard to ownership and responsibility, reputational assessment and public liability.

The Head of Fundraising has ensured that the NWSSP expert legal advice has been considered fully and all recommendations have been applied. The Agreement clearly states that the Defibrillator Guardian Organisation agrees to take on all liability for the defibrillator once it is installed and the Defibrillator Guardian Organisation must maintain contact with BCUHB. A Defibrillator Guardian Organisation may be a Community Council, sports club, business or other independent organisation.

Note that, previously the Guardian Agreement had referenced the NWOHCA as a party within the agreement, but this has been replaced by BCUHB because the collaboration is led by BCUHB and the NWOHCA is not a separate legal entity.

The Keep the Beats supports the North Wales Out of Hospital Cardiac Arrest (NWOHCA) partnership project was established with full support of the BCUHB Cardiac Strategic Implementation Group (see the letter of support from the then BCUHB Cardiac Strategic Lead and BCUHB Cardiology Consultant Clinical Lead in 2018: [16.09.2021 - OneDrive \(sharepoint.com\)](#)). It is noted in the letter of support issued at the time of the establishment of the NWOHCA project that the partnership between the different organisations helps to address one of the Health Board's cardiac priorities.

The Project Lead reports regularly on the progress of the NWOHCA to the BCUHB Cardiac Strategic Lead (see the recently published three year report, which received press interest upon its launch: [16.09.2021 - OneDrive \(sharepoint.com\)](#)). The NWOHCA partnership lead works alongside, and has the full support of, the Betsi Cadwaladr University Health Board Resuscitation Service Manager (see the note of recommendation of the service provided in September 2021: [Note of support for the North Wales Out of Hospital Cardiac Arrest Sarah Bellis.docx \(sharepoint.com\)](#)).

3. The Chair queried whether approving this would tie the charity into a longer working relationship with the PADS Officer.

Purchasing defibrillators will not mean that the charity will be tied into a longer working relations with the PADS Officer. Awyr Las is the PADS Officer funder for a 2 year period only. The management of the Defibrillator Guardian Agreements is overseen by BCUHB staff, and the relationships with the Defibrillator Guardians will be maintained by the North Wales Out of Hospital Cardiac Arrest (NWOHCA) partnership members should further funding for the PADS Officer not be secured by May 2022.

Given the success of the NWOHCA project, colleagues in Cardiology are seeking substantive funding for the PADS Officer role. Currently, representatives from the NWOHCA are seeking long term funding for the role and an expansion of the PADS Officer Service across Wales through the Save a Life Cymru initiative which was established by the NHS Wales Health Collaborative.

4. The Chair requested that the Head of Fundraising consult Workforce with regard to implications of a two-year contract for a PADS Officer.

The PADS Officer is not employed by BCUHB. The PADS Officer is funded by Awyr Las. Awyr Las awards the funding to SADS UK, and SADS UK formally employ the PADS Officer.

5. The Chair requested information regarding the way in which the risks listed had been assessed, reiterating the requirement for complete assurance to be provided.

The risks listed in the June 2021 Charitable Funds Committee papers (Keep the Beats Report, page 6 [11.06.2021 - OneDrive \(sharepoint.com\)](#)) were assessed by the Head of Fundraising following a review of the NWOHCA project governance and discussions with:

- The NWOHCA project lead and PADS Officer
- BCUHB Cardiology staff
- The Fundraising Regulator and the Charity Commission
- Other NHS Charities including Ambulance Trusts

Since the papers were issued subsequent discussions have taken place with:

- NWSSP Legal Services
- Workforce and additional Cardiology staff

These discussions have informed the risk ratings, and all risks associated with Keep the Beats remain medium to low.

### **Financial Implications**

*Active promotion of Keep the Beats activity by the Fund Advisors and representatives, supported by the Awyr Las Support Team, is expected to generate £100,000 annually to fund new AEDS, CPADS and education programmes:*

*Donations and fundraising: £20,000*

*Sponsorship: £50,000*

*Grants: £30,000*

### **Risk Analysis**

*The Risk Assessment of all Keep the Beats activity is monitored regularly by the Keep the Beats Fund Advisors and the Head of Fundraising. Please note, the Keep the Beats Fund is not included as a separate risk on the Awyr Las risk register currently.*

**Legal and Compliance**

*The following documents are in place; Template Sponsorship Agreement; Template Promotional materials for Keep the Beats and the Template Defibrillator Guardian Agreement.*

**Impact Assessment**

*An EQIA and SEIA has been carried out by the Keep the Beats Fund Advisor, supported by the Head of Fundraising.*

Y:\Board & Committees\Governance\Forms and Templates\Board and Committee Report  
Template V2.0 July 2020.docx



GIG  
CYMRU  
NHS  
WALES

Bwrdd Iechyd Prifysgol  
Betsi Cadwaladr  
University Health Board

<b>Cyfarfod a dyddiad: Meeting and date:</b>	Charitable Funds Committee 16 September 2021				
<b>Cyhoeddus neu Breifat: Public or Private:</b>	Public				
<b>Teitl yr Adroddiad Report Title:</b>	Staff Lottery Update Report				
<b>Cyfarwyddwr Cyfrifol: Responsible Director:</b>	Sue Hill, Executive Director of Finance				
<b>Awdur yr Adroddiad Report Author:</b>	Kirsty Thomson, Head of Fundraising				
<b>Craffu blaenorol: Prior Scrutiny:</b>	No prior scrutiny				
<b>Atodiadau Appendices:</b>	N/A				
<b>Argymhelliad / Recommendation:</b>					
The Committee is asked to approve the report and the actions being taken.					
Please tick one as appropriate (note the Chair of the meeting will review and may determine the document should be viewed under a different category)					
<b>Ar gyfer penderfyniad /cymeradwyaeth For Decision/ Approval</b>		<b>Ar gyfer Trafodaeth For Discussion</b>		<b>Ar gyfer sicrwydd For Assurance</b>	✓
				<b>Er gwybodaeth For Information</b>	
<b>Sefyllfa / Situation:</b>					
<p>The Charity Support Team received approval from the Charitable Funds Committee in 2019 to launch a Staff Lottery following discussion with a range of BCUHB staff representatives and key stakeholders including Board Members and Union representatives. The Staff Lottery launch was put on hold due to Covid-19 in 2020, and its introduction was further delayed due to a review of a planned Staff Lottery carried out at another Health Board in Wales. The Charity Support Team has established a Staff Lottery Working Group, which will meet monthly from September 2021. The aim is to launch the Staff Lottery before June 2022.</p>					
<b>Cefndir / Background:</b>					
<p>The Staff Lottery Business Case was updated in June 2020 and approved by the Charitable Funds Committee (see <a href="#">Final BCUHB Staff Lottery Business Case Version 3 12.06.2020.docx (sharepoint.com)</a>). Following correspondence with the Finance Team at Hywel Dda Health Board, the Interim Charity Accountant and Head of Fundraising have concluded that care needs to be taken over how the lottery is established, because if it is done incorrectly there could be taxable benefit issues.</p> <p>Initial indications are that if the lottery is established as a private lottery, with no fixed sums guaranteed by the Health Board as prizes and is run on a pure chance basis, then the lottery should suffer no tax issues. Further advice is to be taken from the Betsi Cadwaladr University Health Board tax advisors, Ernst and Young, to ensure that there are no tax issues and that the constitution and rules will mitigate all risk.</p>					

Plans for the introduction of the Staff Lottery will continue whilst this advice is being sought.

#### **Asesiad / Assessment:**

##### **Strategy Implications**

Aligned to the Awyr Las Charity Strategy.

##### **Options considered**

Not applicable. The options were considered within the Staff Lottery Business Case, and a full business case review will take place should the tax advisors suggest that the means of operation needs to change to mitigate all risks.

##### **Financial Implications**

The financial implications are considered within the Staff Lottery Business Case. Any necessary changes to the Staff Lottery Business Case will be updated and presented in the December 2021 Charitable Funds Committee Staff Lottery Update Report.

##### **Risk Analysis**

Not applicable

##### **Legal And Compliance**

Not applicable.

##### **Impact Assessment**

Not applicable.





<b>Cyfarfod a dyddiad:</b> <b>Meeting and date:</b>	Charitable Funds Committee 16 September 2021		
<b>Cyhoeddus neu Breifat:</b> <b>Public or Private:</b>	Public		
<b>Teitl yr Adroddiad</b> <b>Report Title:</b>	Summary of Expenditure Approvals		
<b>Cyfarwyddwr Cyfrifol:</b> <b>Responsible Director:</b>	Sue Hill, Executive Director of Finance		
<b>Awdur yr Adroddiad</b> <b>Report Author:</b>	John Baker, Interim Charity Accountant		
<b>Craffu blaenorol:</b> <b>Prior Scrutiny:</b>	Executive Director of Finance		
<b>Atodiadau</b> <b>Appendices:</b>	Appendix 1: Expenditure Approvals Awarded in Quarter 1 2021/22		
<b>Argymhelliad / Recommendation:</b>			
The Committee is asked to note the applications that have been approved.			
<b>Ticiwch fel bo'n briodol / Please tick as appropriate)</b>			
<b>Ar gyfer penderfyniad /cymradwyaeth</b> <b>For Decision/ Approval</b>		<b>Ar gyfer Trafodaeth For Discussion</b>	
		<b>Ar gyfer sicrwydd For Assurance</b>	
		<b>Er gwybodaeth For Information</b>	✓
<b>Y/N i ddangos a yw dyletswydd Cydraddoldeb/ SED yn berthnasol</b> <b>Y/N to indicate whether the Equality/SED duty is applicable</b>			N
Equality Impact (EqIA) and a socio-economic (SED) impact assessments not applicable			
<b>Sefyllfa / Situation:</b>			
The Charitable Funds Committee has responsibility for the management and stewardship of Charitable Funds. This includes approval of expenditure from the charity, as per the Scheme of Delegation.			
<b>Cefndir / Background:</b>			
Since March 2020, the COVID-19 pandemic has required the charity to approve grants in a short timescale, in order to respond to the demands on the NHS. It was therefore agreed that applications over £5,000 that require Committee approval would be considered outside of meetings.			
<b>Asesiad / Assessment:</b>			
<b>Goblygiadau Strategol / Strategy Implications</b> Aligned to the Awyr Las Charity Strategy.			
<b>Opsiynau a ystyriwyd / Options considered</b> Not applicable.			
<b>Goblygiadau Ariannol / Financial Implications</b>			

Grants approved

Between April and June 2021, 6 (2020/21:11) applications over £5,000 have been approved outside of Committee meetings, at a total cost of £51,186 (2020/21: £175,699). These applications are listed in Appendix 1.

**Dadansoddiad Risk / Risk Analysis**

Not applicable.

**Cyfreithiol a Chydymffurfiaeth / Legal and Compliance**

Not applicable.

**Asesiad Effaith / Impact Assessment**

Not applicable.

## Appendix 1 – Expenditure Approvals Awarded in Q1 2021/22

2021/22					
Description	Approval Reference	Date Approved	Fund No	Fund Name	Amount Approved £
Bladder Scanner	CA-20/65	07/05/2021	7B09	South Wrexham Locality - Chirk General Purposes	8,430
RITA Stystem x 2	CA-20/67	07/05/2021	8T52	COVID-19 Response Fund	11,990
COSHH Cabinet for Endoscopy Unit	CA-21/01	07/05/2021	8B61	YGC Medical Ward Fund - Patient Amenities	9,000
Gamma Counter	CA-21/02	04/06/2021	7Q02	Cancer Support Group - YMW	7,255
Gamma Counter	CA-21/02	04/06/2021	8Q02	Cancer Charitable Fund - Glan Clwyd	7,256
Gamma Counter	CA-21/02	04/06/2021	9Q04	Janet Jones (Alaw) - YG	7,255
<b>Total</b>					<b>51,186</b>

2020/21					
Description	Approval Reference	Date Approved	Fund No	Fund Name	Amount Approved £
Keep the Beats Officer - Yr 1	CA-20/2	24/04/2020	8B42	Cardiology Department Central - Patients Fund	13,000
Keep the Beats Officer - Yr 1	CA-20/2	24/04/2020	9K08	Cardiology Department - West	8,999
Keep the Beats Officer - Yr 2	CA-20/2	24/04/2020	7B67	Cardiology Fund - East	15,000
Keep the Beats Officer - Yr 2	CA-20/2	24/04/2020	8B42	Cardiology Department Central - Patients Fund	13,000
Keep the Beats Officer - Yr 2	CA-20/2	24/04/2020	9K08	Cardiology Department - West	9,000
Bereavement Support Provision	CA-20/7	14/05/2020	8T52	COVID-19 Response Fund	20,000
Covid-19 Medical Education Fellowship	CA-20/17	26/06/2020	8T52	COVID-19 Response Fund	19,200
Nathan Wyburn - Thank you BCUHB/NHS/Artwork	CA-20/21	26/06/2020	8T27	Creative Well Fund	2,500
Ipad Grant Scheme	CA-20/24	26/06/2020	8T52	COVID-19 Response Fund	50,000
Virtual Hospital Scoping Project	CA-20/25	26/06/2020	8T52	COVID-19 Response Fund	5,000
Covid-19 Medical Education Fellowship	CA-20/17	26/06/2020	8T52	COVID-19 Response Fund	20,000
<b>Total</b>					<b>175,699</b>



<b>Cyfarfod a dyddiad: Meeting and date:</b>	<b>Charitable Funds Committee 16<sup>th</sup> September 2021</b>						
<b>Cyhoeddus neu Breifat: Public or Private:</b>	<i>Public</i>						
<b>Teitl yr Adroddiad Report Title:</b>	Fund Advisor Verbal Presentation and Q&A: Keep the Beats						
<b>Cyfarwyddwr Cyfrifol: Responsible Director:</b>	Sue Hill, BCUHB Executive Director of Finance						
<b>Awdur yr Adroddiad Report Author:</b>	Julie Starling, Arrhythmia Advanced Clinical Nurse Specialist						
<b>Craffu blaenorol: Prior Scrutiny:</b>	<i>No prior scrutiny</i>						
<b>Appendices:</b>	<i>1 Appendix: Verbal Presentation Outline</i>						
<b>Argymhelliad / Recommendation:</b>							
<i>The Committee is asked to consider the information raised in this verbal presentation and ask questions about Keep the Beats Fund and the services the Fund supports.</i>							
Please tick as appropriate							
<b>Ar gyfer penderfyniad /cymeradwyaeth For Decision/ Approval</b>		<b>Ar gyfer Trafodaeth For Discussion</b>	✓	<b>Ar gyfer sicrwydd For Assurance</b>		<b>Er gwybodaeth For Information</b>	
<b>Sefyllfa / Situation:</b>							
Keep the Beats is an Awyr Las Fund dedicated to reducing the incidence of and increasing awareness of sudden cardiac deaths. Julie Starling, BCUHB Arrhythmia Advanced Clinical Nurse Specialist and one of the two Fund Advisors for the Keep the Beats Fund.							
<b>Cefndir / Background:</b>							
Keep the Beats supports the North Wales Out of Hospital Cardiac Arrest (NWOHCA) partnership project, a the collaboration between the Betsi Cadwaladr University Health Board, Sudden Arrhythmic Death Syndrome UK (Registered charity number <b>1113681</b> , part of the international SADS network) and WAST. The Public Access Defibrillator Support Officer role was created through the emergence of the NWOHCA project, and the NWOHCA project lead is Julie Starling.							
<b>Asesiad / Assessment &amp; Analysis</b>							

## **Strategy Implications**

The Keep the Beats Fund supports one of the Health Board's leading cardiac priorities, helping to reduce the incidence of sudden cardiac deaths

## **Financial Implications**

*Active promotion of Keep the Beats activity by the Fund Advisors and representatives, supported by the Awyr Las Support Team, is expected to generate £100,000 annually to fund new AEDS, CPADS and education programmes:*

*Donations and fundraising: £20,000*

*Sponsorship: £50,000*

*Grants: £30,000*

## **Risk Analysis**

*The Risk Assessment of all Keep the Beats activity is monitored regularly by the Keep the Beats Fund Advisors and the Head of Fundraising.*

## **Legal and Compliance**

*All activity carried out by representatives of the Keep the Beats Funds complies with BCUHB SOs and SFOs.*

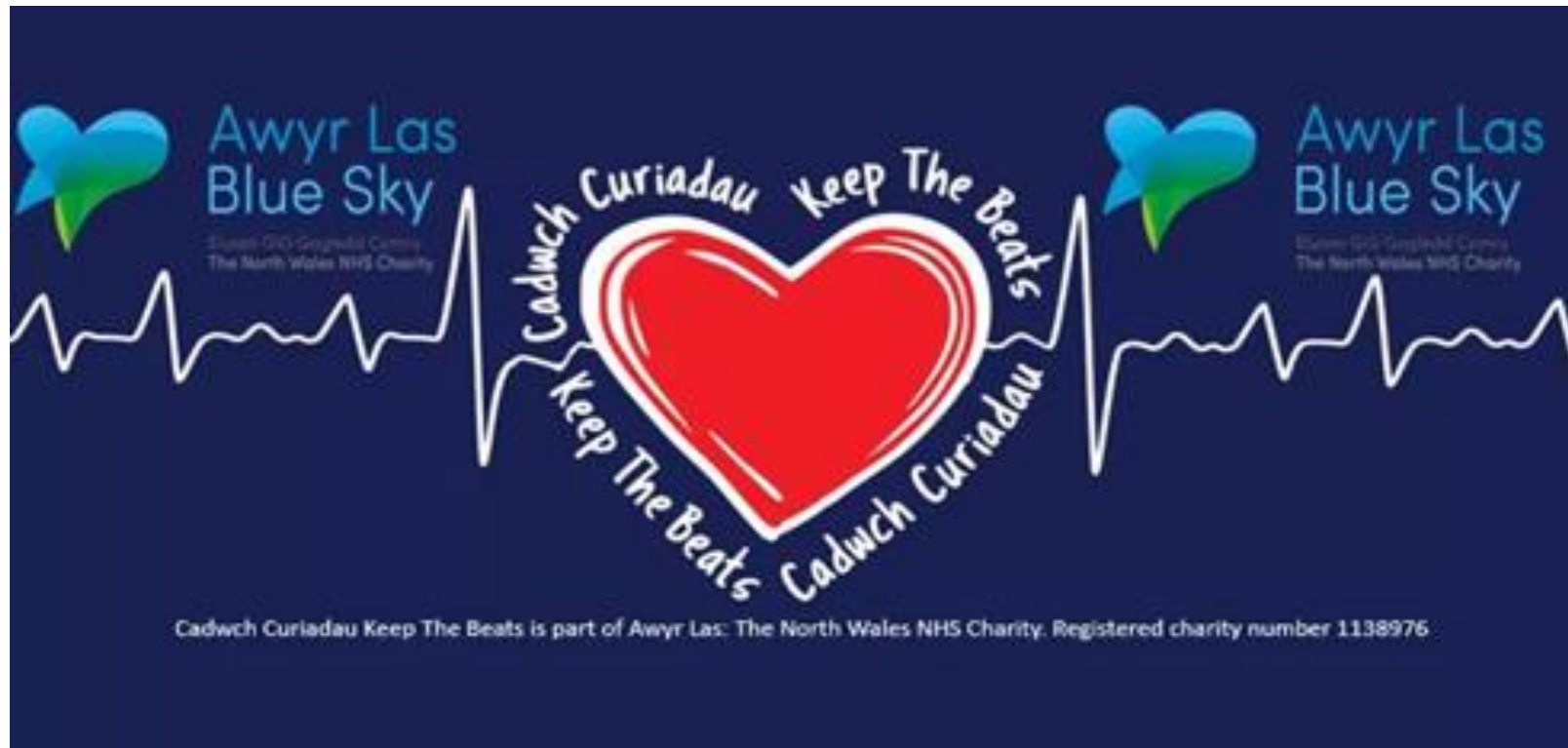
## **Impact Assessment**

*An EQIA and SEIA has been carried out by the Keep the Beats Fund Advisor, supported by the Head of Fundraising.*

Y:\Board & Committees\Governance\Forms and Templates\Board and Committee  
Report Template V2.0 July 2020.docx

## Keep the Beats Presentation

BCUHB Charitable Funds Committee Meeting  
Thursday 16<sup>th</sup> September, 2021



## Julie Starling

Advanced Arrhythmia Clinical Nurse Specialist  
Project Manager for Cadwch Curiadau Keep the Beats



## Betsi Cadwaladr University Health Board

Committed to widening access to defibrillators in hospitals and in the community in collaboration with partners





# The North Wales Community Out of Hospital Cardiac Arrest Project

A story of three parts:

July 2018 – April 2020 • April 2020 – May 2022 • May 2022 and beyond



# The Keep the Beats Fund

## Aims and Objectives



## The Keep the Beats Fund

Meeting the Fund's aims and objectives now and into the future.





GIG  
CYMRU  
NHS  
WALES

Bwrdd Iechyd Prifysgol  
Betsi Cadwaladr  
University Health Board

<b>Cyfarfod a dyddiad: Meeting and date:</b>	Charitable Funds Committee 16 September 2021						
<b>Cyhoeddus neu Breifat: Public or Private:</b>	Public						
<b>Teitl yr Adroddiad Report Title:</b>	Fundraising Appeals Focus 2021/22						
<b>Cyfarwyddwr Cyfrifol: Responsible Director:</b>	Sue Hill, Executive Director of Finance						
<b>Awdur yr Adroddiad Report Author:</b>	Kirsty Thomson, Head of Fundraising						
<b>Craffu blaenorol: Prior Scrutiny:</b>	No prior scrutiny						
<b>Atodiadau Appendices:</b>	N/A						
<b>Argymhelliad / Recommendation:</b>							
The Committee is asked to approve the report and the actions being taken.							
Please tick one as appropriate (note the Chair of the meeting will review and may determine the document should be viewed under a different category)							
<b>Ar gyfer penderfyniad /cymeradwyaeth For Decision/ Approval</b>	<input checked="" type="checkbox"/>	<b>Ar gyfer Trafodaeth For Discussion</b>	<input type="checkbox"/>	<b>Ar gyfer sicrwydd For Assurance</b>	<input type="checkbox"/>	<b>Er gwybodaeth For Information</b>	<input type="checkbox"/>
<b>Sefyllfa / Situation:</b>							
<p>The Head of Fundraising requests that the Charitable Funds Committee provides approval for the Fundraising Support Team to carry out the following from September 2021 to March 2022:</p> <ol style="list-style-type: none"> <li>1. Receive £76,734.40 to fund defibrillators in coastal areas in North Wales. (This was received in August 2021 and held in a ring fenced general fund pending decision by Charitable Fund Committee of this report).</li> <li>2. Apply for £10,000 further funding to develop this project further from Trusts and Foundations</li> <li>3. Approach businesses and corporate supporters for sponsorship of a total value of £10,000 for defibrillators in communities across North Wales</li> <li>4. Promote Keep the Beats in a targeted manner with the aim of securing £10,000 through donations and fundraising</li> </ol> <p>With the existing networks that the Keep the Beats volunteers and Awyr Las Support Team has, it may be feasible for Keep the Beats to raise a total of over £100,000 for the North Wales Out of Hospital Cardiac Arrest (NWOHCA) partnership project's education and defibrillator programme in Q3 and Q4 2021/22.</p>							
<b>Cefndir / Background:</b>							
<p>The Charity Support Team has restricted capacity this financial year, with focus on introducing new systems, securing large donations and grants that are in the pipeline, and developing a new Charity Strategy and medium to long term plans. This means the amount of proactive fundraising for same-year return that can take place this year is limited, with the part time Charity Support Manager being the only Charity Support Team member focussing on this, as part of her events and sponsorship</p>							

workplan, activity currently. In order to concentrate efforts, maximise returns and help develop long-term partnerships, the Head of Fundraising suggests that all proactive fundraising efforts with corporate and community supporters, Trusts and Foundations, should focus on one Fund.

The Keep the Beats Fund have a tested, feasible case for support for defibrillators and educational programmes which is attractive to a wide range of funders. The urgency and tangible nature of the defibrillators means that corporate supporters, community groups, Trusts and Foundations and other partners are all interested in supporting the Keep the Beats Fund. In addition, the Keep the Beats Fund have a dedicated team of volunteers who are in a position to work closely with the Awyr Las Support Team to ensure the information required by the potential funders is available before a fundraising approach is required and afterwards, when it's time to publicise the support given.

There are many additional benefits to having the Charity Support Manager focus on fundraising for the Keep the Beats fund only:

- Clear and attainable short term targets for this manager during a time change within the Team
- Develop relationships which is important for large scale campaigns
- Use of community spaces to promote the charity
- Applying the learning from working with the Keep the Beats Fund Advisors to other funds

#### **Asesiad / Assessment:**

##### **Strategy Implications**

Aligned to the Awyr Las Charity Strategy. Keep the Beats supports one of BCUHB's strategic priorities for cardiology.

#### **1. Receive £76,734.40 to fund defibrillators in coastal areas in North Wales.**

In November 2020 the BCUHB Charitable Funds Committee approved an application to fund defibrillators to the value of £9,700. All queries raised by the Charitable Funds Committee relating to the ownership of the defibrillators, safety and funding were answered by the applicant, the Director of the North Wales Community Out of Hospital Cardiac Arrest Project, who is also the Awyr Las Keep the Beats Fund Advisor. The Awyr Las Support Team then began working closely with the Keep the Beats Fund Advisors to secure additional funding for defibrillators.

The Awyr Las Support Manager, Cath Humes, and the Keep the Beats Fund Advisor, Julie Starling, have been working with Menter Mon, the Anglesey Community Voluntary Council, on a proposal for Menter Mon to give £76,734.40 funding to Awyr Las' Keep the Beats Fund. The funding will be provided so the North Wales Out of Hospital Cardiac Arrest (NWOHCA) partnership project can supply and fit 20 AED's (defibrillators) to rural coastal communities and ports across N Wales, providing those communities with a greater capacity to save the lives of the fishers and anyone who suffers a sudden cardiac arrest. This funding would be given by Menter Mon on behalf of the North Wales Fisheries Local Action Group (FLAG) from a grant given to Menter Mon from the European Maritime and Fisheries Fund (2014-2020). This defibrillator and education programme would be a partnership working project between FLAG, the North Wales Out of Hospital Cardiac Arrest Project the collaborative project between BCUHB, WAST, and the cardiac charity SADS UK) and the RNLI.

The full fundraising request can be viewed here: [KTB\\_Fundraising\\_Application\\_Form\\_September\\_2021.doc \(sharepoint.com\)](#).

#### **2. Apply for £10,000 further funding to develop this project further from Trusts and Foundations.**



The North Wales Out of Hospital Cardiac Arrest (NWOHCA) partnership project and the purchase of defibrillators, as seen in the approved November 2020 application, has all necessary approvals in place from senior Cardiology and Finance colleagues. Queries have been raised by Charitable Funds Committee members about the risks of trading and using BCUHB and Awyr Las logos at community defibrillator sites, but these were addressed in the legal advice given (see: [Final Draft Advice KTB.docx \(sharepoint.com\)](#)), the Keep the Beats Update Report presented at the June 2021 Charitable Funds Committee meeting ([BCU Awyr Las Support Team - Charitable Funds Committee - Agenda bundle.pdf - All Documents \(sharepoint.com\)](#)), and in section 6, Trading Income, section of the [Keep The Beats Processes and Agreements Final.docx \(sharepoint.com\)](#). Following the feedback from both the Charity Commission and the Fundraising Regulator, as well as feedback from other NHS Charities, the risk of raising money to fund defibrillators is currently deemed to be low by the Head of Fundraising. .

### **3. Approach businesses and corporate supporters for sponsorship of a total value of £10,000 for defibrillators in communities across North Wales**

Following the high profile use of a defibrillator at the Euros Football event this summer, the number of enquiries about fundraising for or donating to defibrillators in the community has risen exponentially. Most companies and associations understand the value of having a defibrillator, and the North Wales Out of Hospital Cardiac Arrest (NWOHCA) partnership project is keen to make sure these potential supporters are purchasing defibrillators responsibly. Other charities do provide defibrillators, but they do not have the same quality control as those purchased for installation by the North Wales Out of Hospital Cardiac Arrest (NWOHCA) partnership project.

### **4. Promote Keep the Beats in a targeted manner with the aim of securing £10,000 through donations and fundraising**

The Awyr Las Support Team have not proactively promoted the work of Keep the Beats in recent months as much as it could be. The defibrillator scheme provides potential supporters with a tangible item to fundraise for, and will help build a network of new and engaged supporters who could go on to support larger appeals.

#### **Options considered**

The North Wales Out of Hospital Cardiac Arrest (NWOHCA) partnership project have considered passing the Menter Mon grant and other relationships on to independent charities, but are keen to work with Awyr Las because it is the North Wales NHS Charity.

#### **Financial Implications**

The defibrillators are installed by the PADS Officer. There are no revenue costs for the charity associated with the ongoing maintenance of the defibrillators. The Keep the Beats Fund does raise money for replacement pads and batteries in case Guardians are not able to fund their own replacements once a defibrillator is used. In accordance with the Guardian Agreements, all guardians organisations (e.g. Community Councils, businesses, sports clubs) are made aware prior to installation that they are responsible for maintaining the defibrillators (see the Guardian Agreement Template document here: [Final draft Defibrillator Guardian Agreement Template 12.07.21.docx \(sharepoint.com\)](#)).

#### **Risk Analysis**

The Charity Support Team have concluded that all possible risks to the organisation have been mitigated and that there are no known risks to fundraising for the Keep the Beats Fund currently.

**Legal And Compliance**

The legal advice sought and implemented regarding Keep the Beats activity can be found here: [Final Draft Advice\\_KTB.docx \(sharepoint.com\)](#).

**Impact Assessment**

Impact Assessments are carried out by Julie Starling, Project Lead for the North Wales Out of Hospital Cardiac Arrest (NWOHCA) partnership project.

<b>Cyfarfod a dyddiad:</b> <b>Meeting and date:</b>	Charitable Funds Committee 16 September 2021					
<b>Cyhoeddus neu Breifat:</b> <b>Public or Private:</b>	Public					
<b>Teitl yr Adroddiad</b> <b>Report Title:</b>	Charity Risk Register					
<b>Cyfarwyddwr Cyfrifol:</b> <b>Responsible Director:</b>	Sue Hill, Executive Director of Finance					
<b>Awdur yr Adroddiad</b> <b>Report Author:</b>	John Baker, Interim Charity Accountant and Kirsty Thomson, Head of Fundraising					
<b>Craffu blaenorol:</b> <b>Prior Scrutiny:</b>	Tom Stanford, Interim Finance Director					
<b>Atodiadau</b> <b>Appendices:</b>	Appendix 1: Risk Register					
<b>Argymhelliad / Recommendation:</b>						
The Committee is asked to review and note the report. Tom						
<b>Ticiwch fel bo'n briodol / Please tick as appropriate)</b>						
<b>Ar gyfer penderfyniad /cymeradwyaeth</b> <b>For Decision/ Approval</b>		<b>Ar gyfer Trafodaeth</b> <b>For Discussion</b>		<b>Ar gyfer sicrwydd</b> <b>For Assurance</b>	✓	<b>Er gwybodaeth</b> <b>For Information</b>
<b>Y/N i ddangos a yw dyletswydd Cydraddoldeb/ SED yn berthnasol</b> <b>Y/N to indicate whether the Equality/SED duty is applicable</b>						<b>N</b>
Equality Impact (EqIA) and a socio-economic (SED) impact assessments not applicable						
<b>Sefyllfa / Situation:</b>						
The Charitable Funds Committee has responsibility for the management and stewardship of Charitable Funds. This includes overseeing the risks of the charity.						
<b>Cefndir / Background:</b>						
The charity's risks are included in a standalone risk register, Appendix 1.  The charity's risks are normally brought to the Committee every March, with any red rated risks brought to every Committee meeting. At the June 2021 meeting, after further discussion on the risk register, the Committee requested that all risks be brought back in September, to be reviewed quarterly. An additional risk, the Impact of Covid-19 on charity's income, has been included as a stand-alone item and is red rated.						
<b>Asesiad / Assessment:</b>						
<b>Goblygiadau Strategol / Strategy Implications</b> Aligned to the Awyr Las Charity Strategy.						
<b>Opsiynau a ystyriwyd / Options considered</b> Not applicable.						



<b>Goblygiadau Ariannol / Financial Implications</b> Not applicable.
<b>Dadansoddiad Risk / Risk Analysis</b>  There are currently nine risks recorded for the charity. One of these is red rated. The details of each of these risks is included in Appendix 1.
<b>Cyfreithiol a Chydymffurfiaeth / Legal and Compliance</b> Not applicable.
<b>Asesiad Effaith / Impact Assessment</b> Not applicable.

## Appendix 1 – Risk Register

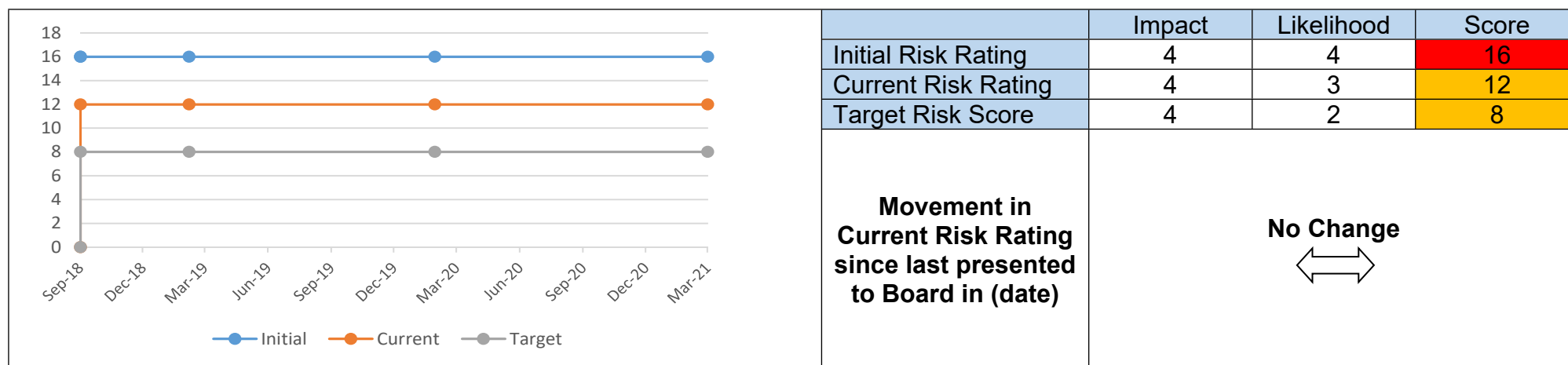
CFRR01	<b>Director Lead:</b> Executive Director of Finance	<b>Date Opened:</b> 04/09/2018
	<b>Assuring Committee:</b> Charitable Funds Committee	<b>Date Last Reviewed:</b> 06/09/2021
	<b>Risk:</b> Fundraising	<b>Target Risk Date:</b> June 2022

There is a risk of non-compliance with fundraising regulations.

This could be due to:

1. Involvement with third parties.
2. Not being aware of all the fundraising taking place in the charity's name.
3. Lack of resources meaning basic processes are not in place.
4. New regulations which the charity is not aware of.

The impact of this could be damage to the charity's reputation and potential investigation/fine by the Fundraising Regulator.



Controls in place	Further action to achieve target risk score
1. The Joint Working Protocol, which has established the need for signed Joint Working Agreements (JWA) for all relationships with third parties in order to clearly set out the terms and expectations of the relationship.	1. All new or different engagement projects must be checked to ensure all activity complies with GDPR and Fundraising Regulation.

## Appendix 1 – Risk Register

<p>2. The Charity Support Team maintains a log of fundraising that is taking place in the Charity's name.</p> <p>3. The Fundraising Support team is working towards set targets for ensuring basic processes are in place.</p> <p>4. The Charity Strategy provides the direction for the Charity and is crucial for informing what its priorities are and where fundraising efforts should be directed.</p> <p>5. The Charity is a member of the NHS Charities Together (formerly the Association of NHS Charities), which provides updates on new legislation and regulations that may impact the Charity.</p>	<p>2. Continue to ensure that all new third party relationships have a signed Joint Working Agreement (or Memorandum of Understanding if more appropriate).</p> <p>3. Continue to establish and maintain good communication links with staff, the public and donors so that everyone is aware of the need to seek approval from the Charity for any fundraising being undertaken in its name.</p>
---	---

Assurances	Links to		
Wales Audit Office Charity Commission	Strategic Goals	Principal Risks	Special Measures Theme
	8	Not Applicable	Not Applicable

## Appendix 1 – Risk Register

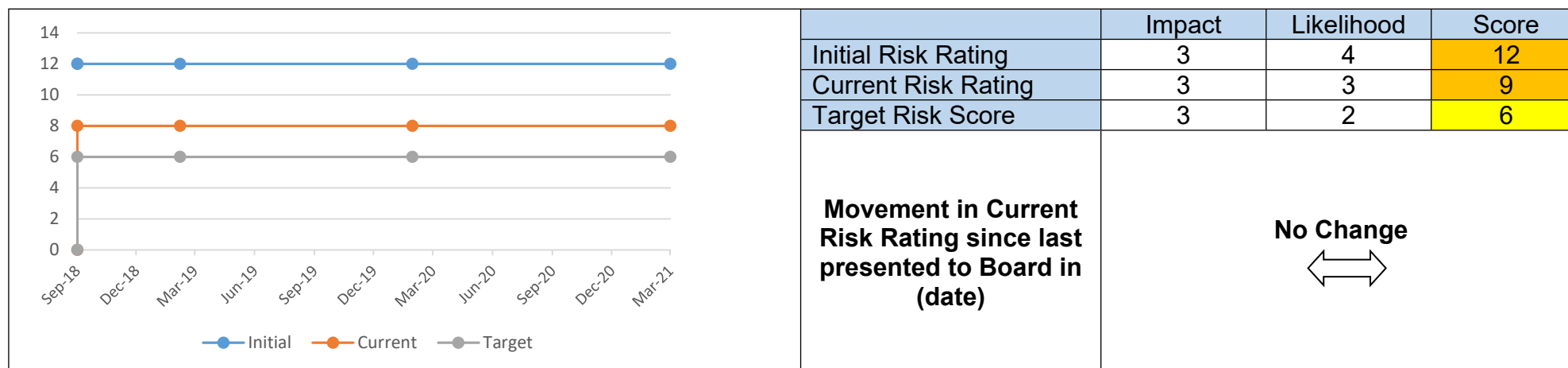
CFRR02	<b>Director Lead:</b> Executive Director of Finance	<b>Date Opened:</b> 05/09/2018
	<b>Assuring Committee:</b> Charitable Funds Committee	<b>Date Last Reviewed:</b> 06/09/2021
	<b>Risk:</b> Fund Advisors	<b>Target Risk Date:</b> June 2022

There is a risk that the charity's Fund Advisors are unaware of their role and responsibilities.

This could be due to:

1. Lack of training.
2. Lack of understanding of a Charity and the appropriate rules and regulations.

The impact of this could be that the charity's funds are not spent or not spent in accordance with its objectives.



Controls in place	Further action to achieve target risk score
<ol style="list-style-type: none"> <li>1. A Fund Advisor Handbook was developed and issued to all Fund Advisors, to provide guidance and support in discharging their responsibilities.</li> <li>2. Fund Advisor training days are held at various dates throughout the year (on hold during the pandemic).</li> </ol>	<ol style="list-style-type: none"> <li>1. Fund Advisor training days have not been possible in 2020/21 due to COVID-19. Whilst the pandemic is ongoing, it is unlikely that staff would be released to attend. However, options around when these can be restarted and how they may take place online are under consideration.</li> </ol>

## Appendix 1 – Risk Register

<p>3. The Handbook includes a requirement for all Fund Advisors to undertake an Annual Review of their fund and prepare an expenditure plan. This also includes an Accountability Agreement for all Fund Advisors, established to ensure that roles and responsibilities are understood and accepted.</p> <p>4. A review of dormant funds is under taken every year. Funds that are not being utilised and do not have future expenditure plans in place are referred to divisional management teams.</p>	<p>2. The Awyr Las Support Team needs to undertake further work to engage with Fund Advisors of the lesser active funds to help establish expenditure plans for the future. Fund Advisors need to be aware that funds should be used and they need to be clear and transparent about their plans.</p> <p>3. The Fund Advisor Handbook needs to be reviewed and updated. It is planned that the Annual Review and Accountability Agreement are moved online and the work to set this up needs to be done.</p>
---	--

Assurances	Links to		
Wales Audit Office Charity Commission	Strategic Goals	Principal Risks	Special Measures Theme
	8	Not Applicable	Not Applicable

## Appendix 1 – Risk Register

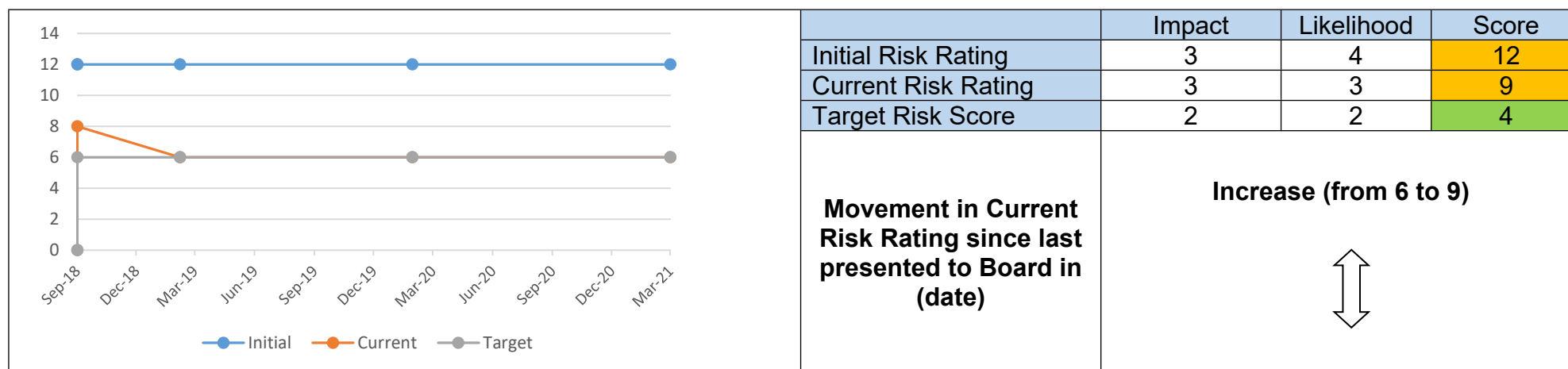
CFRR03	<b>Director Lead:</b> Executive Director of Finance	<b>Date Opened:</b> 05/09/2018
	<b>Assuring Committee:</b> Charitable Funds Committee	<b>Date Last Reviewed:</b> 06/09/2021
	<b>Risk:</b> Appeals	<b>Target Risk Date:</b> December 2021

There is a risk that the charity is unable to identify a potential major Appeal.

This could be due to:

1. Lack of detailed information about the priorities for charitable support.
2. The geography of BCU making it difficult to identify one appeal for the whole Health Board.

The impact of this could be that the charity does not undertake a major appeal and loses out on potential income.



Controls in place	Further action to achieve target risk score
1. The Charity Support Team reviews the unfunded requests submitted to voluntary organisations and also those on the capital register.	1. Business Plans are being developed as is the new Charity Strategy

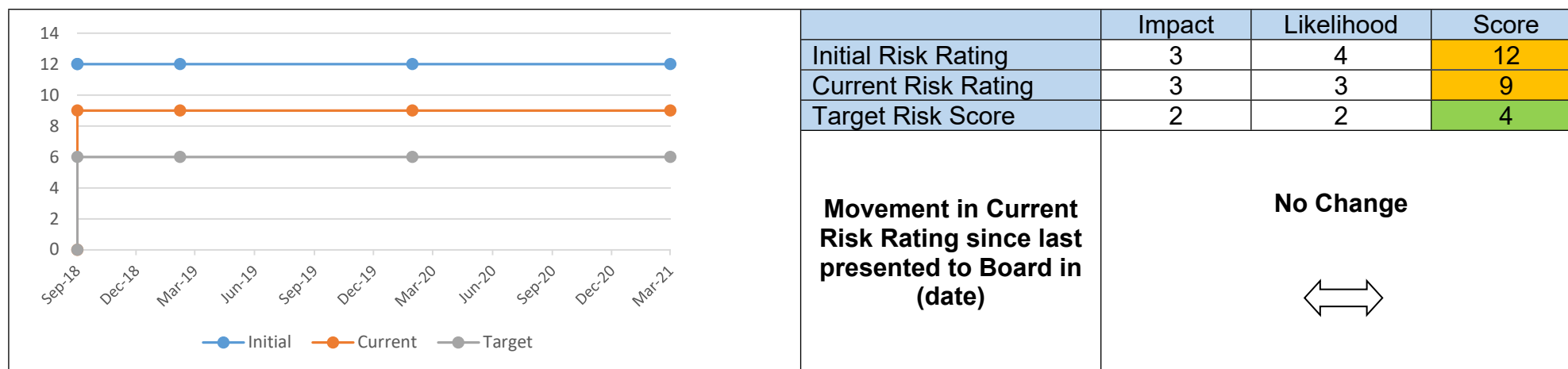
## Appendix 1 – Risk Register

<p>2. The Annual Review section in the Accountability Agreement requires Fund Advisors to formally document their priorities and identify any future fundraising that may be required.</p> <p>3. Initial engagement with the Planning Team has taken place to help align the priorities of the charity with those of the Health Board.</p> <p>4. Discussions of the Health Board as Trustee have identified four key priority areas (Mental Health, Older People, Younger People and Cancer Care) as key strategic priorities for the charity. Projects aligned to these areas will be a focus for the charity over the next year.</p>	
--	--

Assurances	Links to		
	Strategic Goals	Principal Risks	Special Measures Theme
Wales Audit Office Charity Commission	8	Not Applicable	Not Applicable

## Appendix 1 – Risk Register

CFRR04	<b>Director Lead:</b> Executive Director of Finance	<b>Date Opened:</b> 05/09/2018
	<b>Assuring Committee:</b> Charitable Funds Committee	<b>Date Last Reviewed:</b> 06/09/21
	<b>Risk:</b> Staff Engagement	<b>Target Risk Date:</b> March 2023
<p>There is a risk that staff are disengaged, or unaware of the charity, so the charity could be missing out on important fundraising opportunities.</p> <p>This could be due to:</p> <ol style="list-style-type: none"> <li>1. Lack of training.</li> <li>2. The size of the Health Board making it difficult to communicate messages.</li> <li>3. Negative media impacting on their opinion of the charity.</li> <li>4. Difficulty with placing orders.</li> </ol> <p>The impact of this could be that staff do not positively promote the Charity with patients and potential donors and it loses out on potential income.</p>		



Controls in place	Further action to achieve target risk score
1. The introduction of the Charitable Funds Advisory Group has allowed front line staff to become involved in decision making on charitable expenditure (on hold during the pandemic).	1. A network of Charity Champions at ward, department or locality level needs to be established to aid the promotion of the



## Appendix 1 – Risk Register

<p>2. The Fund Advisor Handbook highlights to Fund Advisors that they have a key role to play in promoting the benefits of the charity. This is reinforced through the Fund Advisor training days.</p> <p>3. An action plan for staff engagement, including working with Workforce &amp; Organisational Development and the Communications team has been developed as part of the Communication Strategy.</p> <p>4. The use of social media has been increased and used to promote good news stories about the charity, as well as responding to any negative media coverage.</p> <p>5. A process for ordering items not available on Oracle has been agreed with Procurement, to ensure that staff can order the items that they want, whilst still complying with Procurement procedures and maintaining an audit trail.</p>	<p>Charity and the work that it is doing. This has been delayed due to COVID-19.</p> <p>2. Staff communications will be issued around the charity's Annual Report to help inform staff of the work that the charity does and how they can become involved.</p> <p>3. The Staff Lottery aims to assist with staff engagement and communicating key messages more effectively.</p>
--	--

Assurances	Links to		
Wales Audit Office Charity Commission	Strategic Goals	Principal Risks	Special Measures Theme
	8	Not Applicable	Not Applicable

## Appendix 1 – Risk Register

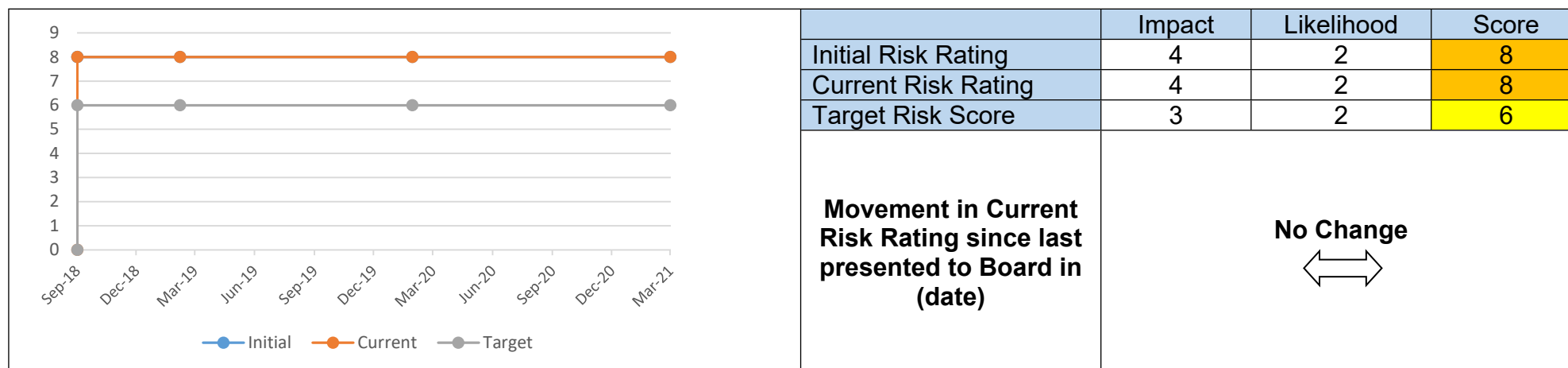
CFRR05	<b>Director Lead:</b> Executive Director of Finance	<b>Date Opened:</b> 05/09/2018
	<b>Assuring Committee:</b> Charitable Funds Committee	<b>Date Last Reviewed:</b> 25/05/2021
	<b>Risk:</b> Investments	<b>Target Risk Date:</b> December 2021

There is a risk that the investment portfolio falls significantly in value.

This could be due to:

1. Changes in the markets or economy.
2. Poor performance from the investment managers.

The impact of this could be that a severe impairment to the charity's ability to support future projects.



Controls in place	Further action to achieve target risk score
1. The charity's investment portfolio is monitored on a monthly basis by the Charity Support Team and on a quarterly basis by the Charitable Funds Committee.	1. Monitoring of investments and the portfolio performance needs to be a continual process. The investment policy needs to be reviewed in light of the income and capital needs of the charity for the short to medium term.

## Appendix 1 – Risk Register

<p>2. The investment policy is reviewed by the Committee on an annual basis, in conjunction with the Investment Managers, to ensure it remains relevant to the charity's long term strategy.</p> <p>3. The Investment Managers attend Committee meetings on an annual basis, but are available to answer any issues raised throughout the year.</p>	<p>2.The investment portfolio has been transferred from Rothschilds to Brewin Dolphin, investment managers, with the last transaction completed on 19 August 2021. The fund will continue to be reviewed regularly to monitor performance and ensure that the investment strategy complies with the latest requirements as agreed by Charitable Funds Committee.</p>
---	--

Assurances	Links to		
Wales Audit Office Charity Commission	Strategic Goals	Principal Risks	Special Measures Theme
	8	Not Applicable	Not Applicable

## Appendix 1 – Risk Register

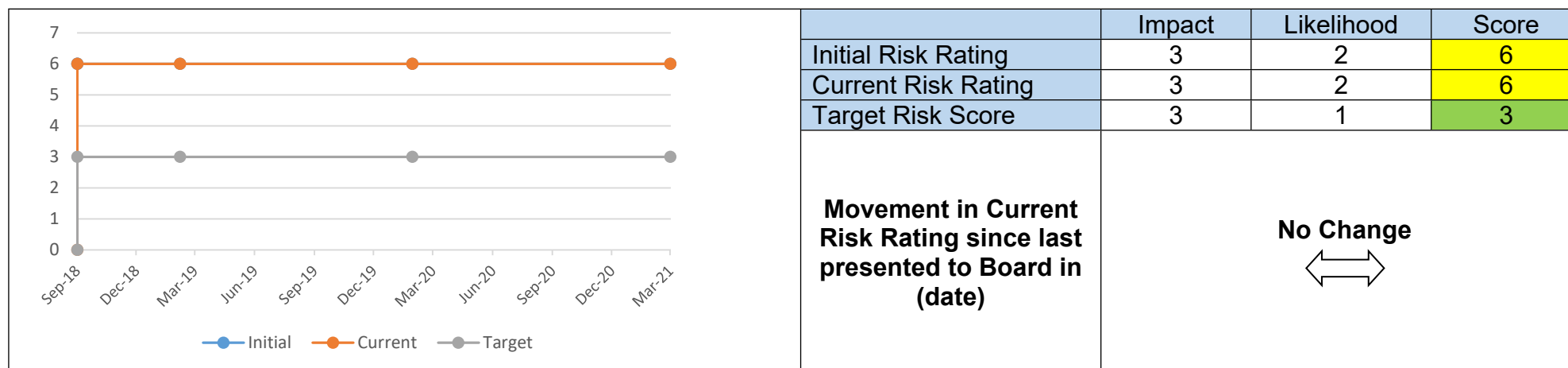
CFRR06	<b>Director Lead:</b> Executive Director of Finance	<b>Date Opened:</b> 05/09/2018
	<b>Assuring Committee:</b> Charitable Funds Committee	<b>Date Last Reviewed:</b> 25/05/2021
	<b>Risk:</b> Financial	<b>Target Risk Date:</b> On target

There is a risk that the charity does not have sufficient reserves to support the projects it wishes to.

This could be due to:

1. Reduction in the income to the charity,
2. Approval of expenditure above the level of resources available.

The impact of this could be that a severe impairment to the charity's ability to support future projects.



Controls in place	Further action to achieve target risk score
<ol style="list-style-type: none"> <li>1. Funds available are monitored through the Reserves Policy, which is updated and reviewed by the Committee on an annual basis.</li> <li>2. The level of reserves is monitored against the target and reported to the Committee on a quarterly basis.</li> </ol>	<ol style="list-style-type: none"> <li>1. Further work needs to be done to establish income plans in order to develop new and different income streams.</li> <li>2. The Staff Lottery is intended to increase undesignated income (General Funds) to help fund small and medium sized</li> </ol>

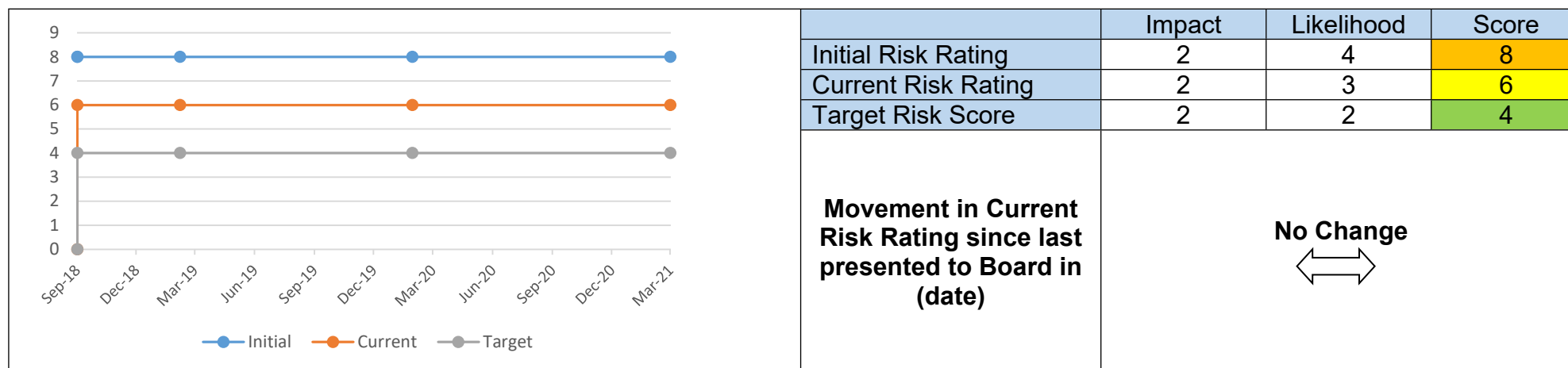
## Appendix 1 – Risk Register

<p>3. Individual funds are checked to ensure there is enough monies available before any expenditure is approved from them.</p> <p>4. Available General Funds are monitored closely and reported to the Committee on a quarterly basis.</p>	<p>applications for funding from priority services, which don't traditionally receive charitable funding.</p>
---	---

Assurances	Links to		
Wales Audit Office Charity Commission	Strategic Goals	Principal Risks	Special Measures Theme
	8	Not Applicable	Not Applicable

## Appendix 1 – Risk Register

CFRR07	<b>Director Lead:</b> Executive Director of Finance	<b>Date Opened:</b> 05/09/2018
	<b>Assuring Committee:</b> Charitable Funds Committee	<b>Date Last Reviewed:</b> 06/09/2021
	<b>Risk:</b> Use of Technology	<b>Target Risk Date:</b> March 2023
<p>There is a risk that the charity is not using technology as effectively as possible.</p> <p>This could be due to:</p> <ol style="list-style-type: none"> <li>1. Lack of resources meaning the basics are not in place.</li> <li>2. Lack of expertise.</li> </ol> <p>The impact of this could be a lack of engagement with donors.</p>		



Controls in place	Further action to achieve target risk score
<ol style="list-style-type: none"> <li>1. The charity's internet site has been redeveloped and is now live.</li> <li>2. The Communications Strategy includes specific actions around social media to engage widely with the population of North Wales.</li> </ol>	<ol style="list-style-type: none"> <li>1. Further developments to the internet site are required to allow the charity to significantly improve its engagement with donors, volunteers and staff, whilst providing a platform for the promotion of events and social media streams.</li> </ol>

## Appendix 1 – Risk Register

3. New ways of donating, via text giving, Facebook and debit/credit card have been introduced to maximise the use of technology in this area.	2. A member of the Awyr Las Fundraising Section will be responsible for Data and Digital. Having a dedicated point person for digital and data projects will enable the team to improve use of existing resources, particularly through the introduction of a new CRM system, and trial new technology.
---	---

Assurances	Links to		
Wales Audit Office Charity Commission	Strategic Goals	Principal Risks	Special Measures Theme
	8	Not Applicable	Not Applicable

## Appendix 1 – Risk Register

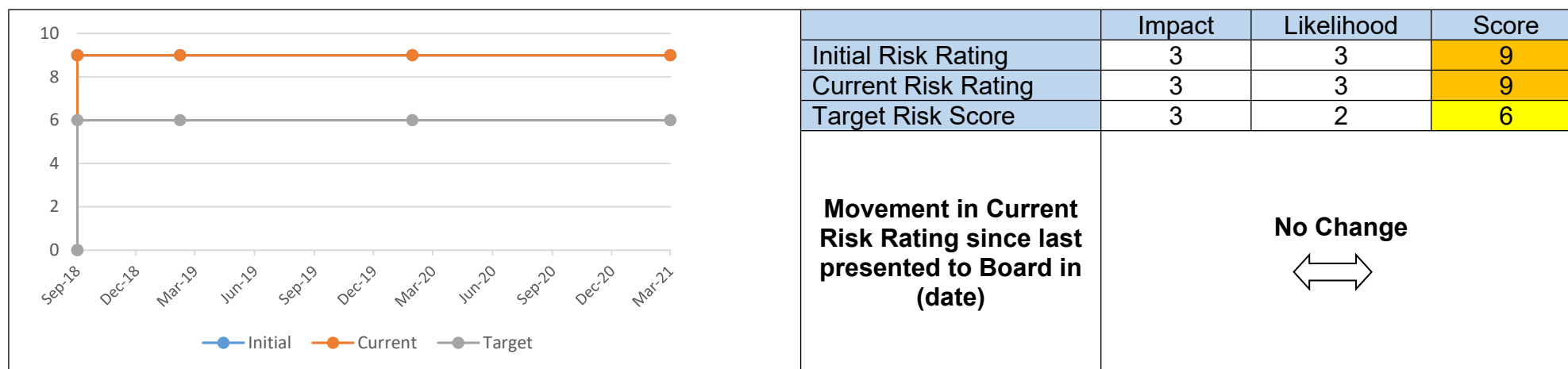
CFRR08	<b>Director Lead:</b> Executive Director of Finance	<b>Date Opened:</b> 05/09/2018
	<b>Assuring Committee:</b> Charitable Funds Committee	<b>Date Last Reviewed:</b> 06/09/2021
	<b>Risk:</b> Reputation	<b>Target Risk Date:</b> June 2023

There is a risk that the charity's reputation is damaged.

This could be due to:

1. Adverse publicity in the media.
2. Disagreement with a funding decision among donors/supporters/the public.

The impact of this could be a reduction in the income that the charity receives.



Controls in place	Further action to achieve target risk score
1. The charity's Fund Advisors make decisions on how funds should be spent, so involving front line staff in decision making.	1. Regular updates on grant making need to be maintained on the charity's internet site and social media to continue to improve engagement with staff, donors and the public.



## Appendix 1 – Risk Register

<p>2. The use of the charity's social media platforms has increased and is used to promote good news stories about the charity, as well as responding to negative media coverage.</p> <p>3. There is an external audit and sign off of the charity's accounts and annual report by Wales Audit Office.</p> <p>4. Regular reporting of any complaints received to the Charitable Funds Committee, so that they can be monitored and assurance given that actions have been taken to address them.</p>	<p>2. Consideration needs to be made of the public and donor view in all funding decisions, to ensure that grants awarded would pass the 'Daily Mail test', as recommended by the Association of NHS Charities.</p> <p>3. Improvements are being made to the funding application form to ensure that it allows applicants to clearly identify the impact that the grant will have for patients. This will help to support funding decisions.</p> <p>4. The Charity Support Team structure is under review to ensure there is sufficient capacity within the team to carry out all duties required.</p>
--	--

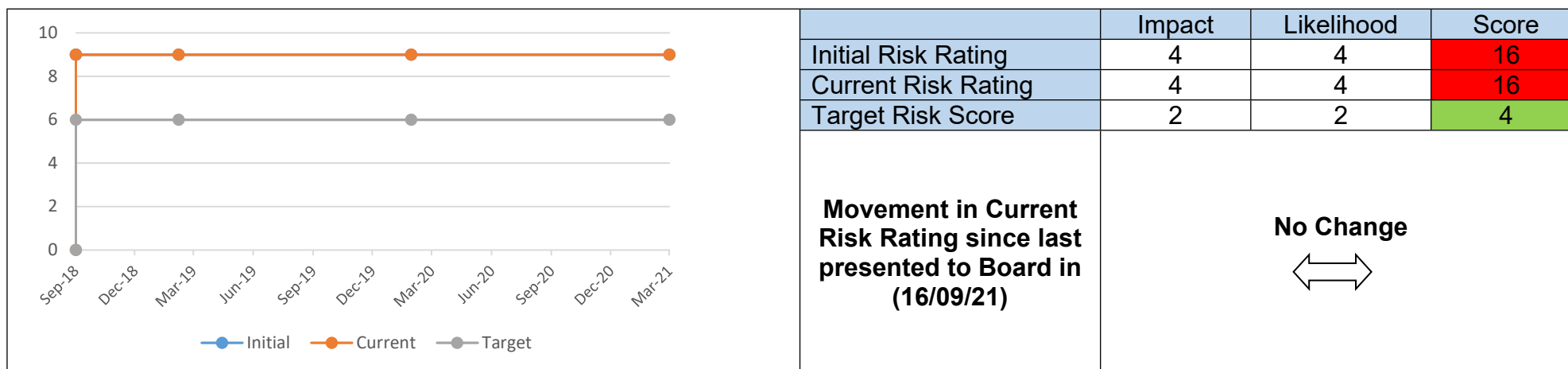
Assurances	Links to		
Wales Audit Office Charity Commission	Strategic Goals	Principal Risks	Special Measures Theme
	8	Not Applicable	Not Applicable

CFRR09	<b>Director Lead:</b> Executive Director of Finance	<b>Date Opened:</b> 16/09/21021
	<b>Assuring Committee:</b> Charitable Funds Committee	<b>Date Last Reviewed:</b> N/A
	<b>Risk:</b> Impact of Covid-19 on charity's income	<b>Target Risk Date:</b> December 2022
<p>There is a risk that the impact of Covid-19 and also a lack of general awareness and understanding of the charity could adversely affect the charity's income</p> <p>This could be due to:</p> <ol style="list-style-type: none"> <li>1. Less 'disposable' income in the region due to redundancies and uncertainty</li> <li>2. Incorrect perception that NHS charities' income increased as a result of the urgent support given in 2020</li> <li>3. Negative impressions of NHS services following the pause of certain services as a result of Covid-19</li> </ol>		

## Appendix 1 – Risk Register

4. Lack of opportunity to promote the charity and general predicted changes in giving trends across the UK (according to philanthropy.com 43% of charities expect to see a decline in their fundraising compared with what they raised last year).
5. Limited external communication resulting in a less than proportionate market share of income

The impact of this could be a reduction in the income that the charity receives and demotivate the Charity Team and key stakeholders.



Controls in place	Further action to achieve target risk score
<ol style="list-style-type: none"> <li>1. Keep up to date on local and national giving trends to assist with predict income</li> <li>2. Regular communications with staff to make them aware of how to promote giving to their own services</li> <li>3. Research a range of potential funders to include new and different funders, including Trusts and Foundations</li> <li>4. Ensure good communications channels with staff team and key stakeholders to ensure they do not become demotivated</li> </ol>	<ol style="list-style-type: none"> <li>1. Review of Charity strategy to diversify income streams and build capacity</li> <li>2. Focus on seeking support externally for tangible projects and establish consistent relationship management practices to help build long term relationships with funders</li> <li>3. Increase internal promotional opportunities</li> <li>4. Consider additional training for staff and volunteers to help aid the diversification of income streams and increase awareness of the charity externally as well as internally</li> </ol>

## Appendix 1 – Risk Register

Assurances	Links to		
Wales Audit Office Charity Commission	Strategic Goals	Principal Risks	Special Measures Theme

# 2021 Audit Plan – Betsi Cadwaladr University Health Board Funds Held on Trust

Audit year: 2020-21

Date issued: September 2021

Document reference: 2585A2021-22

This document has been prepared as part of work performed in accordance with statutory functions. Further information can be found in our [Statement of Responsibilities](#).

Audit Wales is the non-statutory collective name for the Auditor General for Wales and the Wales Audit Office, which are separate legal entities each with their own legal functions as described above. Audit Wales is not a legal entity and itself does not have any functions.

No responsibility is taken by the Auditor General, the staff of the Wales Audit Office or, where applicable, the appointed auditor in relation to any member, director, officer or other employee in their individual capacity, or to any third party.

In the event of receiving a request for information to which this document may be relevant, attention is drawn to the Code of Practice issued under section 45 of the Freedom of Information Act 2000. The section 45 Code sets out the practice in the handling of requests that is expected of public authorities, including consultation with relevant third parties. In relation to this document, the Auditor General for Wales, the Wales Audit Office and, where applicable, the appointed auditor are relevant third parties. Any enquiries regarding disclosure or re-use of this document should be sent to the Wales Audit Office at [infoofficer@audit.wales](mailto:infoofficer@audit.wales).

We welcome correspondence and telephone calls in Welsh and English. Corresponding in Welsh will not lead to delay. Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

# Contents

2021 Audit Plan

About this document 4

Impact of COVID-19 4

Audit of financial statements 5

Fee, audit team and timetable 6

Appendices

Appendix 1 – other future developments 9

# 2021 Audit Plan

## About this document

- 1 This document sets out the work I plan to undertake during 2021 to discharge my statutory responsibilities as your external auditor and to fulfil my obligations under the Code of Audit Practice.

## Impact of COVID-19

- 2 The COVID-19 pandemic continues to have an unprecedented impact on the United Kingdom and the work of public sector organisations.
- 3 Audit Wales staff will continue to work pragmatically to deliver the audit work set out in this plan. In response to the government advice and subsequent restrictions, we will continue to work remotely until such time that it is safe to resume on-site activities. I remain committed to ensuring that the work of Audit Wales staff will not impede the vital activities that public bodies need to do to respond to on-going challenges presented by the COVID-19 pandemic.
- 4 This audit plan sets out an initial timetable for the completion of my audit work. However, given the on-going uncertainties around the impact of COVID-19, some timings may need to be revisited.

## Audit of financial statements

- 5 I am required to issue a report on Betsi Cadwaladr University Health Board Funds Held on Trust's financial statements which includes an opinion on their 'truth and fairness'. In preparing such a report, I will:
  - give an opinion on your financial statements; and
  - assess whether the Annual Report presented with the financial statements are prepared in line with guidance and consistent with the financial statements.
- 6 I will also report by exception on a number of matters which are set out in more detail in our Statement of Responsibilities, along with further information about our work.
- 7 I do not seek to obtain absolute assurance on the truth and fairness of the financial statements and related notes but adopt a concept of materiality. My aim is to identify material misstatements, that is, those that might result in a reader of the accounts being misled. The levels at which I judge such misstatements to be material will be reported to the Charitable Funds Committee prior to completion of the audit.
- 8 Any misstatements below a trivial level (set at 5% of materiality) I judge as not requiring consideration by those charged with governance and therefore will not report them.

9 There have been no limitations imposed on me in planning the scope of this audit.

## Audit of financial statement risks

10 The following table sets out the significant risks that have been identified for the audit of your financial statements.

**Exhibit 1: audit of financial statement risks**

Financial audit risks	Proposed audit response
<b>Significant risks</b>	
The risk of management override of controls is present in all entities. Due to the unpredictable way in which such override could occur, it is viewed as a significant risk [ISA 240.31-33].	The audit team will: <ul style="list-style-type: none"><li>• test the appropriateness of journal entries and other adjustments made in preparing the financial statements;</li><li>• review accounting estimates for biases;</li><li>• evaluate the rationale for any significant transactions outside the normal course of business;</li></ul>
The COVID-19 national emergency continues and the pressures on staff resource and of remote working may impact on the preparation and audit of accounts. There is a risk that the quality of the accounts and supporting working papers may be compromised leading to an increased incidence of errors. Quality monitoring arrangements may be compromised due to timing issues and/or resource availability.	We will discuss your closedown process and quality monitoring arrangements with the accounts preparation team and monitor the accounts preparation process. We will help to identify areas where there may be gaps in arrangements.



## Fee, audit team and timetable

- 11 My fees and planned timescales for completion of the audit are based on the following assumptions:
- the financial statements are provided to the agreed timescales, to the quality expected and have been subject to quality assurance review;
  - information provided to support the financial statements is in accordance with the agreed audit deliverables document<sup>1</sup>;
  - appropriate facilities and access to documents are provided to enable my audit team to deliver our audit in an efficient manner;
  - all appropriate officials will be available during the audit;
  - you have all the necessary controls and checks in place to enable the Accounting Officer to provide all the assurances that I require in the Letter of Representation addressed to me; and
  - Internal Audit's planned programme of work is complete, and management has responded to issues that may have affected the financial statements.

## Fee

- 12 Fee rates for 2021 are unchanged from last year. The estimated fee for 2021 is set out in **Exhibit 2**. This represents an increase compared to your actual 2020 fee. The change in the fee is to reflect the actual work involved to undertake the audit. The previous fee had been historically set on an arbitrary basis and did not reflect the actual level of work performed.

### Exhibit 2: audit fee

This table sets out the proposed audit fee for 2021, alongside the actual audit fee for 2020.

Audit area	Proposed fee for 2021 (£) <sup>2</sup>	Actual fee for 2020 (£)
Audit of financial statements	20,180	10,250

The fee for the financial audit is now driven by the skill mix required to deliver the work, together with the daily charge rate for each grade of staff member. We estimate that a total of 48 days will be required to complete the audit, which is based on our experience

<sup>1</sup> The agreed audit deliverables documents set out the expected working paper requirements to support the financial statements and include timescales and responsibilities.

<sup>2</sup> The fees shown in this document are exclusive of VAT, which is not charged to you.

over the past few years. The proposed skill mix and fee breakdown are set out in **Exhibit 3**.

### Exhibit 3: audit of financial statements fee analysis

This table breaks down the audit fee by daily charge out rate and estimated number of days required for each staff grade.

Role	Daily Rate	Number of days	% Input
Engagement Lead/Audit Manager	833	3	6.4
Audit Lead – Senior Auditor	539	14	29.8
Trainee	336	31	63.8

It is worth noting, that the total fee estimate, for both the main BCU accounts and Charitable Funds accounts, remains unchanged. To the extent that the fee charged to the Charitable Funds previously has not reflected the cost of the actual work performed, then this has been recovered in the fee for the main BCU accounts audit. I can also confirm that similar corrections to the fee estimate between the main accounts and the Charitable Funds accounts are being made across other Health Boards.

- 13 Planning will be ongoing, and changes to my programme of audit work and therefore my fee, may be required if any key new risks emerge. I shall make no changes without first discussing them with the Director of Finance of the Health Board.
- 14 Further information on my [fee scales and fee setting](#) can be found on our website.

## Audit team

- 15 The main members of my team, together with their contact details, are summarised in **Exhibit 4**.

### Exhibit 4: my audit team

This table lists the members of the local audit team and their contact details.

Name	Role	Contact number	E-mail address
Richard Harries	Engagement Lead	02920 320640	<a href="mailto:Richard.Harries@audit.wales">Richard.Harries@audit.wales</a>

Name	Role	Contact number	E-mail address
Michelle Phoenix	Audit Manager	02920 320660	Michelle.Phoenix@audit.wales
Sabel Wiliam	Audit Lead – Senior Auditor	02920 829358	Sabel.Wiliam@audit.wales

- 16 I can confirm that my team members are all independent of the Health Board Charity and your officers. In addition, we are not aware of any potential conflicts of interest that we need to bring to your attention.

## Timetable

- 17 We will continue to undertake such remote work as is possible during the COVID-19 national emergency and may need to revise the timetable as work progresses.

### Exhibit 5: timetable

This table sets out the key milestones for the planned audit outputs

Planned output	Work undertaken	Report finalised
2021 Audit Plan	August 2021	September 2021
<b>Audit of financial statements work:</b> <ul style="list-style-type: none"> <li>Audit of Financial Statements Report</li> <li>Opinion on Financial Statements</li> </ul>	January 2022  January 2022	January 2022  January 2022
2022 Audit Plan	August 2022	September 2022

# Appendix 1

## Other future developments

### Future changes to UK GAAP

Following the introduction of the new UK GAAP accounting regime in 2015-16, and the replacement of the Financial Reporting Standard for Smaller Entities (FRSSE) by Section 1A of FRS 102 in 2016-17, there have been only limited changes to FRS 102 since.

More significant amendments are expected from 2022-23, reflecting recent changes in International Financial Reporting Standards, including accounting for financial instruments and leases.

### Good Practice Exchange

Audit Wales' Good Practice (GPX) helps public services improve by sharing knowledge and practices that work. Events are held where knowledge can be exchanged face to face and resources shared online. This year the work has focused on COVID-19 learning. Further information on this can be found on our [website](#).

### Brexit: The United Kingdom's future outside the European Union

The United Kingdom left the European Union on 31 January 2020 under the terms of the Withdrawal Agreement. Between then and 31 December 2020, the UK entered a transition period, during which it continued to participate in EU programmes and follow EU regulations. On 31 December 2020, the transition period ended, and a new relationship between the UK and EU started, on the basis of a new free trade agreement.

The new agreement means some substantial changes in the trading relationship between the UK and the EU. There will also potentially be changes in administrative areas previously covered by EU law. In the short term, the UK has incorporated EU rules into domestic law. However, it is likely that in some key areas, such as public procurement, agricultural support and state aid, the UK will seek to diverge over time. In changing these rules, there will be some important constitutional issues around the relationship between the UK Government and devolved governments.

The wider opportunities and risks for Wales' economy, society and environment will become clearer as public services move from managing the short-term risks, especially around disruption to supply chains, to adapting to a different relationship with the EU and the wider world. We are also awaiting further details on the UK Government's plans to replace EU funding schemes for regional development and rural development.

The Auditor General will continue to keep a watching brief over developments. In November, he wrote to the Chair of the External Affairs and Additional Legislation Committee setting out some observations on the latest position with respect to preparations for the end of the transition period. His letter can be found [here](#). His previous report on public bodies Brexit preparations can be found [here](#) with his follow up on progress [here](#).



Audit Wales

24 Cathedral Road

Cardiff CF11 9LJ

Tel: 029 2032 0500

Fax: 029 2032 0600

Textphone: 029 2032 0660

E-mail: [info@audit.wales](mailto:info@audit.wales)

Website: [www.audit.wales](http://www.audit.wales)

We welcome correspondence and telephone calls in Welsh and English.  
Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg.