

WELSH AMBULANCE SERVICES NHS TRUST

MINUTES OF THE MEETING OF THE CHARITABLE FUNDS COMMITTEE HELD ON THURSDAY 3 MAY 2012 VIA VIDEOCONFERENCING FROM TRUST HEADQUARTERS, ST ASAPH; CONWAY HOUSE, SWANSEA; PERU CARDIFF; AND TELECONFERENCE INTO VPH

PRESENT :

Mr J Morgan	Non Executive Director and Chair
Dr K Fitzpatrick*	Non Executive Director
Mr P Price	Non Executive Director

IN ATTENDANCE:

Miss S Bruce*	Corporate Communications Manager
Mr J Collins	Regional Finance Manager, South East
Mr M Collins	Acting Regional Director, Central and West
Mr A Dobbinson	Staffside Representative (GMB)
Mr M Evans	Regional Finance Manager, North
Mrs J Gill	
Mrs J Hardisty*	Director of Workforce and OD
Mrs C Jones	PA to Corporate Secretary
Mr J Jones	Interim Director of Finance and ICT
Mr R Lee	Interim Regional Director South East
Mrs D Sharp	Corporate Secretary
Mrs S Thorpe	Staffside Representative
Mr D Turner	Staffside Representative

* Not present for whole
meeting

APOLOGIES:

Mr G Roberts	Acting Regional Director, North
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01/12 PROCEDURAL MATTERS

RESOLVED:

**(1) the minutes of the meeting of the Committee held on 18
October 2011 be confirmed as a correct record and arising from
the minutes, the following action be taken and/or noted:-**

**(a) Minute 10/11 (1) and (2) –the Corporate Communications
Manager would be addressing the actions as part of the**

planned web update which would include links to all CFR sites and how best to support them. Work was also progressing on a rebrand which would be accompanied by clear guidelines. Members requested a note to be added to the web for clarity regarding the differentiation of donations between Community First Responder (CFR) schemes and Charitable Funds.

(b) Minute 10/11 (3) – in order to support the schemes some maintenance issues were funded by the Charitable Funds, however the ownership of equipment remained with CFRs.

(c) Minute 12/11 – concern was raised regarding the lack of progress to date relating to the funding of long service medals due to an increase in costs associated with the design work. The Committee asked that the matter be referred to the Management Team for further discussion.

(d) Minute 13/11 –the Committee noted that work was ongoing following the 9 March meeting, to standardise the lists for both medical and non medical items, together with accompanying guidelines. It was noted that in due course consideration would be given to fundraising activities.

02/12 211/12 CHARITABLE FUND SUMMARY OF INCOME AND EXPENDITURE ACCOUNT FOR THE ELEVEN MONTHS TO 29 FEBRUARY 2012

The Committee had examined the accounts in detail at a meeting held on 9 March and work was ongoing to look at standardising lists of equipment.

The Committee noted the disparity of balances between the Regions.

RESOLVED: That the summary of income and expenditure for the eleven months to 29 February 2012 be received.

03/12 BURSARY SCHEME

The Committee discussed the possibility of a bursary scheme and accepted the idea in principle. The scheme would be regionally managed with localities agreeing a bursary scheme which would need to be approved by a central panel, before putting the idea forward to the Regional Advisory Group. The Committee noted great disparity between the region's funds and requested that fundraising and sponsorship be looked at in future to increase funds for South East and Central and West.

RESOLVED: That

- (1) the bursary scheme be accepted in principle;**
- (2) the Director of Workforce and OD together with the Medical Director, be asked to progress the scheme; and**
- (3) the committee consider fundraising and sponsorship to increase funds in the SE and CW regions at a future meeting.**

04/12 LEGACIES WITHIN CHARITABLE FUNDS BALANCES

The Regional Finance Manager, North presented a paper which identified stations which had balances pertaining to the geographical area.

RESOLVED: That the balances for the stations as listed within the report be noted and that all monies are unrestricted.

05/12 NORTH REGION CHARITABLE FUNDS ADVISORY GROUP

The Regional Advisory Group had met in January 2012 and concern had been raised regarding monies received out of hours and the policy surrounding how /where these should be kept. Discussions were ongoing with IT on how best to support the provision of laptops/PC's for staff on stations above what was provided by the Trust.

RESOLVED: That the update of the Regional Advisory Group activities and balances as at 29 February 2012 be noted.

06/12 CENTRAL AND WEST CHARITABLE FUNDS ADVISORY GROUP

No regional meeting of the Advisory Group had taken place since the last Committee meeting in October. The group were intending to hold a meeting before the end of May. A number of expenditure requests had been submitted which would require discussion at the next meeting.

RESOLVED: The balances be noted.

07/12 SOUTH EAST CHARITABLE FUNDS ADVISORY GROUP

There had been no meeting of the Regional Advisory Group since the last Committee meeting in October due to no new expenditure requests being received. Expenditure plans for the receipt of £3,000 was awaited from the Barry First Responder Scheme.

RESOLVED: That the position be noted.

08/12 DATE OF NEXT MEETING

It was agreed to cancel the next meeting of the Committee scheduled for 17 May and 15 November and to hold a meeting on 27 September 2012 in their place.