



GIG  
CYMRU  
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Ymddiriedolaeth Brifysgol GIG  
Gwasanaethau Ambiwylans Cymru  
Welsh Ambulance Services  
University NHS Trust

**CHARITY COMMITTEE  
HIGHLIGHT REPORT TO CORPORATE TRUSTEE  
AS PART OF THE ORDINARY TRUST BOARD MEETING**

This report provides the Trustees with key escalation and discussion points at the last Committee meeting. A full list of items discussed appears at the end of the report to enable members to raise any questions to the Chair which have not been drawn out in the report.

|                                       |                                |
|---------------------------------------|--------------------------------|
| <b>Corporate Trustee Meeting Date</b> | 29 November 2024 (Trust Board) |
| <b>Committee Meeting Date</b>         | 08 October 2024                |
| <b>Chair</b>                          | Ceri Jackson                   |

**KEY ESCALATION AND DISCUSSION POINTS**

**ALERT**  
(Alert the Trustees to areas of attention)

There were no alerts from this meeting.

**ADVISE**  
(Detail any areas of on-going monitoring, approvals, or new developments to be communicated)

1. David Hopkins has been appointed as the **new Head of Charity** commencing in post on 07 October 2024. David previously worked at the National Youth Arts Wales as the Fundraising and Marketing Manager. A clear set of objectives will be established which are likely to evolve as work to review the charity progresses. David will attend the CEO Roadshows and begin the listening exercise at an operational and strategic level to inform priorities over the coming months. The Fundraising Manager role will be developed by the Head of Charity over the autumn, with the aim of recruiting as soon as practicable.
2. Members of the Committee, with other relevant stakeholders, attended a workshop after the Committee on the 08 October to discuss the **visual identity for the charity**. Graphic design agency Savage and Grey led a workshop session on the development of the Charity's visual identity. It was an interactive session which will inform the development of the Charity's visual identity, work on which will now begin in earnest, and which will be completed by the end of this calendar year. The approval/decision-making process is currently being worked through.

**Reflections**

3. Members reflected on the positive progress made in the Charity's maturity and particularly with the appointment of the Head of Charity. There was a sense of optimism and enthusiasm for the future of the Charity. Committee agreed that the Lived Experiences will be received at every other meeting, should there not be an appropriate story to receive.

## ASSURE

(Detail here any areas of assurance the Committee has received)

### Charity Performance

4. The Charity Performance Report was received showing performance against the **NHS Charity Together (NHSCT) grants** as of the 30 September 2024. This included the Development Grant, Stage 3 Recovery Grant, and Ambulance Grant. Interim reports for both the Stage 3 and Ambulance Grants are due November 2024. All grants are being administered according to their conditions and there was nothing to escalate at this stage. Any key risks against the grants will be reported by exception.
5. Work on creating the **visual identity of the Charity** will commence utilising funds within the development grant. **Additional grants** are available through the NHSCT and their partnership with Omaze which will be explored ensuring alignment to the priorities of the Charity.

### Charity Finance Update

6. The **balance of funds** held as of 30 September 2024 is £606,000 comprised of £261,541 unrestricted funds; £165,401 in designated funds; and £349,641 in restricted funds. 1,090.14 investment units in the Charity Investment Fund (COIF) are held at a market value of £281,800 which is a gain of £1.6k from the last reporting period. There were no issues requiring escalation to the Corporate Trustee.
7. The Committee was reminded that Audit Wales will undertake **an Independent Examination (IE) of the 2023/24 charity accounts** as opposed to a full audit, as the threshold for such an approach is not met, therefore a full audit is not required. The Trust has agreed the examination schedule with Audit Wales and the draft accounts will be available in late November 2024. It was noted that a meeting had been held with Audit Wales the previous day, where the timeline for the completion of the IE was confirmed. There was one outstanding item within the draft accounts to be resolved, that related to the treatment of funds flow in relation to one or two of the NHSCT grants referenced above, which will be confirmed in the next couple of weeks ahead of when the draft accounts need to be with Audit Wales. The final 2023/24 Annual Report and Accounts will then be presented to the Committee for endorsement in January 2025.

### Bids Panel

8. A meeting of the **Bids Panel** was held on Monday 07 October 2024 and so it was not possible to provide a written report ahead of this Committee. Julie Boalch, Chair of the Bids Panel, provided a verbal update for the Committee's assurance noting that two bids were received and approved which included a CFR training defibrillator (£600) and Remembrance Day wreaths (£600). The Committee was assured that the Bids Panel had applied the Healthcare Financial Management Association guidance for use of charitable funds in the NHS when considering applications, to ensure that the bids were considered in relation to the Charity's objects and the public benefit requirements.

### Governance

9. The Committee Cycle of Business monitoring report and update on Committee priorities was received with nothing to escalate. It was noted that one of the priorities relates to the appointment of the Head of Charity and Fundraising Officer, and their respective objectives.



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## RISKS

**New Risks Identified:** No new or extant risks were discussed in this meeting. The Cycle of Business Monitoring Report update noted that the full Charity Risk Register will be scheduled for receipt in April 2025.

### COMMITTEE AGENDA FOR MEETING

|   |                |                   |
|---|----------------|-------------------|
| Charity performance report                        | Finance update | Bids Panel update |
| Committee cycle of business and monitoring report |                |                   |

### COMMITTEE ATTENDANCE

| Name            | 4 April 2024       | 22 August 2024     | 08 October 2024    | 16 January 2024 |
|-----------------|--------------------|--------------------|--------------------|-----------------|
| Ceri Jackson    | Attended           | Attended           | Attended           |                 |
| Bethan Evans    | Attended           | Attended           | Attended           |                 |
| Hannah Rowan    | Apologies received | Attended           | Attended           |                 |
| Estelle Hitchon | Attended           | Attended           | Attended           |                 |
| Chris Turley    | Attended           | Attended           | Attended           |                 |
| Lee Brooks      | Attended           | Attended           | Apologies received |                 |
| Andy Swinburn   | Attended           | Attended           | Attended           |                 |
| Liz Rogers      | Attended           | Apologies received | Attended           |                 |
| Trish Mills     | Attended           | Attended           | Deputy attended    |                 |
| Hugh Parry      | Attended           | Attended           | Attended           |                 |
| Damon Turner    | Attended           | Attended           | Attended           |                 |
| Marcus Viggers  | Attended           | Attended           | Attended           |                 |
| Julie Boalch    | Apologies received | Attended           | Attended           |                 |
| Jo Kelso        | Attended           | Apologies received | Attended           |                 |

|                             |
|-----------------------------|
| Attended                    |
| Deputy attended             |
| Apologies received          |
| No longer member/not member |