

**CHARITY COMMITTEE  
HIGHLIGHT REPORT TO CORPORATE TRUSTEE**

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>	30 January 2025
<b>Committee Meeting Date</b>	14 January 2025
<b>Chair</b>	Ceri Jackson ( <i>in lieu</i> of Peter Curran)

**KEY ESCALATION AND DISCUSSION POINTS**

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

**Charity Annual Report and Accounts 2023/24**

1. The Committee endorsed the Charity Annual Report and Accounts for 2023/24 and recommend them for approval by the Corporate Trustee. These documents are presented to the Trustee at its meeting on the 30 January 2025.
2. During the financial year the Charity’s income exceeded expenditure by c.£517, 000; gains on investments were recorded at c. £31,000; total fund balances increased by c.£548,000 and the fund balance as at the 31 March 2024 was c.£947,000. These balances include restricted funds amounting to c.£544,000.
3. Audit Wales attended to present their Independent Examination of the Annual Report and Accounts for 2023/24. There were no significant findings or issues to report. The work did not identify any amendments required to the draft accounts. Subject to approval by the Corporate Trustee on 30 January 2025 the accounts will be certified by the Auditor General for Wales. The Charity Annual Return, which includes submission of the Annual Report and Accounts, will be made to the Charity Commission no later than the 31 January 2025.
4. The teams were commended on the preparation of the accounts and the annual report which were clear and provided an excellent overview of the significant work of the charity this year.

**Charity Strategy**

5. The Committee held a discussion on the theory of change to drive the direction of travel of the charity’s strategy which focused on the following outcomes:
  - Patients benefit through more resilient local communities, able to support each other during medical emergencies
  - Patients benefit through a healthier, happier and more experienced workforce

- Patients benefit by receiving tailored care personalised to their needs
6. The theory of change will be socialised more broadly with further detail to come to the May meeting of the Corporate Trustee ahead of the Charity Strategy and Fundraising Plan being presented for approval in Q2.

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

**Reflections**

7. This was the last meeting of the Chair of this Committee, Ceri Jackson. Peter Curran will take the Chair from the next meeting with Ceri retaining membership of the committee. Regrettably, time constraints prevented members from expressing their gratitude to Ceri for guiding the Charity through challenging times and offering the clarity of thought that has enabled the Charity to make great strides in its strategic direction.

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

**Charity Performance**

1. The Charity Performance Report was received showing performance against the NHS Charity Together (NHSCT) grants as of the 31 December 2024. This included the Development Grant, Stage 3 Recovery Grant, and Ambulance Grant. 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.
2. Updates were received regarding future grant funds available from NHS Charities Together. These funds include the Community Resilience Fund, the Innovation Challenge, Work Wellbeing, and Greener Communities fund.
3. An update was provided on achievements in **the first 100 days for the Head of Charity** and members commended the excellent progress, including the new visual identify for the charity and focused fundraising. The key priorities of the Charity Team over the next 15 months were endorsed, including the following key priorities for 2025/26:
  - Defining our purpose
  - Demonstrating our impact
  - Improving staff engagement
  - Making it easier to donate
  - Reviewing our Governance

## Charity Finance Update

4. The balance of funds held as of 31 December 2024 is £823,000 comprised of £245,004 unrestricted funds; £186,108 in designated funds; and £422,392 in restricted funds. Since December the charity's investments value has increased by 1.38% resulting in a gain of c.£3,900.
5. The charity currently holds 1,090.14 investment units in the Charity Investment Fund (COIF) at a market value of £284,100. The Committee noted that the Trust charity has enhanced its scrutiny of these longer-term investments, which includes monitoring of the market value on a weekly basis. There were no issues requiring escalation to the Corporate Trustee.

## Bids and Bursary Panels

6. The AAA reports from Bids Panels held on the 05 August 2024 and 07 October 2024 were received (noting that a verbal update had been provided to the last committee meeting). Christmas dinners/hampers were agreed by the committee by way of Chair's Action following recommendation by the Bids Panel and the Executive Leadership Team. That decision was ratified at this meeting.
7. No alerts were indicated from the Bids Panel on the 02 January 2025 and there were no bids which required approval by the Committee. A total of 10 bids were approved by the Panel at their meeting, including a number related to the NHS Charities Together Sports Fund for a number of WAST sports teams. Additionally, charitable funds were utilised for pressure washers, furniture, and televisions in stations.
8. The Bursary Panel met just prior to this meeting and there was a verbal update provided. The bursary window opened in late November for three weeks, with 12 applications received. The majority were unfortunately non-compliant due to statutory and mandatory requirements. Further detail is required on other applications and any over the £3,000 panel delegated limit will return to the committee for approval.

## Committee Annual Effectiveness Review for 2024/25

9. The Committee's annual effectiveness review was held, with a revised approach taken across all committees. A discussion was facilitated to consider what changes and improvements could be made to the Committee's operations. The draft Annual Report was reviewed, however the final Report for submission to Corporate Trustee and the revised Terms of Reference for 2025/26 will be circulated for approval by Chair's Action after the meeting.
10. The Committee Cycle of Business monitoring report and update on Committee priorities was received with nothing to escalate. The Committee noted that there are two areas of reporting which are in development; the Investment Strategy and the Fundraising Report. These areas of reporting will be considered for 2025/26 with the review of the Cycle of Business for the Committee.

## 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



GIG  
CYMRU  
NHS  
WALES

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

2025.

COMMITTEE AGENDA FOR MEETING		
Annual Report and Accounts 23/24, and Audit Wales Report	Charity Strategy Update	Charity Performance Report/Finance Update
Annual Effectiveness Review	Bids and Bursary Panel Updates	Committee Cycle of Business Monitoring Report/Priorities

COMMITTEE ATTENDANCE				
Name	4 April 2024	22 August 2024	08 October 2024	14 January 2024
Ceri Jackson				
Peter Curran				
Bethan Evans				
Hannah Rowan				
Estelle Hitchon				
Chris Turley				
Lee Brooks				
Andy Swinburn				
Liz Rogers				
Trish Mills			Julie Boalch	
Hugh Parry				
Damon Turner				
Marcus Viggers				
Julie Boalch				
Jo Kelso				

	Attended
	Deputy attended
	Apologies received
	No longer member/not member