

MINUTES OF THE MEETING OF THE CHARITY COMMITTEE HELD ON 14 JANUARY 2025 VIA TEAMS

MEMBERS:

| | |
|--------------|--|
| Ceri Jackson | Non-Executive Director (Committee Chair) |
| Hannah Rowan | Non-Executive Director |

IN ATTENDANCE:

| | |
|------------------|---|
| Jayne Beeslee | Non-Executive Director |
| Lee Brooks | Executive Director of Operations |
| Jill Gill | Head of Financial Technical Projects |
| Estelle Hitchon | Director of Partnerships and Engagement |
| David Hopkins | Head of Charity |
| Hayley Hutchings | Non-Executive Director |
| Caroline Jones | Corporate Governance Officer |
| Jo Kelso | Head of Workforce Education and Development |
| Trish Mills | Director of Corporate Governance/Board Secretary |
| Hugh Parry | Trade Union Partner |
| Alex Payne | Corporate Governance Manager |
| Jess Price | Head of Financial Accounting |
| Liz Rogers | Deputy Director of People and Culture Directorate |
| Andy Swinburn | Executive Director of Paramedicine |
| Yvonne Thomas | Audit Wales (left after item 66/24) |
| Chris Turley | Executive Director of Finance and Corporate Resources |
| Damon Turner | Trade Union Partner |
| Marcus Viggers | Trade Union Partner |

APOLOGIES:

| | |
|--------------|---|
| Julie Boalch | Assistant Director of Corporate Governance & Risk |
| Peter Curran | Non-Executive Director (Committee Chair) |

62/24 WELCOME AND APOLOGIES

Ceri Jackson welcomed everyone to the meeting and noted apologies from Peter Curran and Julie Boalch. Ceri welcomed Yvonne Thomas from Audit Wales, Hayley Hutchings, and Jayne Beeslee; two new Non-Executive Directors on the Trust Board who were attending as part of their induction.

63/24 DECLARATIONS OF INTEREST

There were no additional declarations to those already recorded on the Trust Register of Interests.

RESOLVED: That no new declarations were received.

64/24 MINUTES OF PREVIOUS MEETING AND CHAIR'S ACTIONS

The Minutes of the meeting held on 8 October 2024 were approved as a correct record. Additionally, there were two matters of business which required decision by the Committee which were dealt with via Chair's Action in November 2024, due to the need to transact the business before January 2025. These decisions were both approved by Chair's Action on the 20 November 2024 and were before the Committee for ratification. These were: -

Recommendation of Charity Visual Identity to Corporate Trustee

The request was for the endorsement of the preferred visual identify for recommendation to the Corporate Trustee for approval (at its meeting on the 29 November). The request was that the Committee endorsed the adoption of the 'HOOPS/CIRCLES CONCEPT 2' as the charity's new visual identity. The Committee endorsed the preferred visual identify and recommended it for approval to the Corporate Trustee on the 20 November 2024. This decision made by Chair's Action was ratified by the Committee.

Approval of Expenditure for Christmas Dinners 2024 (£18, 700)

The request was for the approval of expenditure, following the recommendation made from Bids Panel, for the costs associated with the Christmas dinners/hampers (bid 1324) to the value of £18, 700. This request was in line with the Committee Terms of Reference (which requires approval over a threshold of £5, 000. The Committee approved this bid for charitable funds expenditure on the 20 November 2024. This decision made by Chair's Action was ratified by the Committee.

Estelle Hitchon noted the approval of Christmas dinner spending and suggested exploring alternative ways of funding Christmas dinners in the future. Estelle emphasised the importance of seeking sponsorship income or donations from local outlets to reduce the reliance on charity funds. Although acknowledged that while there was no guarantee of securing such sponsorship, it was worth investigating to continue offering the Christmas dinners without significantly impacting the Charity's budget.

RESOLVED:

- 1) That the minutes of the meeting held on the 8 October 2024 were approved as a correct record; and**
- 2) The Committee ratified both the decisions made by Chair's action. Both the recommendation of the Charity's visual identity to the Corporate Trustee and the expenditure for Christmas dinners, were issued via email on the 15 November 2024 and approved as requested. The confirmation of the decision for each item was confirmed via email on the 20 November 2024 and ratified by the Committee**

65/24 ACTION LOG

The Action Log was considered, and action 24a/24 – the wording agreed with NHS Wales's Legal and Risk team and used as part of the Terms and Conditions of the Sports Grant Applications, had been circulated to members and the action was closed.

Action 54/24 relating to confirmation of milestone dates associated with the Ambulance Grant had been confirmed with NHS Charities Together and updated in the Charity Performance Report. The action was closed.

Lee Brooks raised a concern about ensuring clarity on the position regarding industrial injury claims. He mentioned that although there had been some claims, none had been supported to date. Lee emphasised the importance of having a clear understanding of the position on industrial injury within all areas and suggested triangulating this information with People Services.

Estelle Hitchon added that participation in these activities was voluntary and not linked to official duties. She referenced ongoing discussions about overall indemnity for the Charity, referencing advice from Jonathan Webb and future plans for David Hopkins to reach out to Velindre NHS Trust for further understanding which would be brought back to the Committee. This would likely be in quarter two of 2025/26.

Damon Turner raised a question about the need for clear guidance for staff participating in activities to raise money for the charity. He highlighted the importance of staff being aware of the risks involved, whether they were participating in sports or other fundraising activities, to ensure they understood the liability implications. Estelle Hitchon and David Hopkins agreed to provide guidance for staff wishing to undertake charitable fundraising activities.

Ceri Jackson responded to this comment by stating that insurance should be in place for non WAST external fundraising events Ceri emphasised that Estelle Hitchon and David Hopkins would keep the liability issues under review, particularly for specific projects and activities, to ensure there were no gaps. Ceri also noted that the Committee should take confidence in the clear legal advice already received.

RESOLVED: That

- 1) The action log was reviewed and updated as set out above;**
- 2) The highlight report from the 08 October 2024 was noted;**
- 3) Estelle Hitchon and David Hopkins agreed to keep the liability issues under review, particularly for specific projects and activities;**
- 4) Estelle Hitchon and David Hopkins agreed to provide clear guidance for staff who wished to undertake charitable fundraising activities, ensuring they were aware of any risks and the context in which these activities should take place. This guidance would be disseminated through appropriate channels, including the Trade Union Partners.**

66/24 CHARITY ACCOUNTS AND ANNUAL REPORT 2023/24

Chris Turley presented the Charity accounts and noted that the key nuance in preparing the accounts for the 2023-2024 year was the recognition of some of the grant income. He explained that charity accounting standards differed slightly from Trust account standards, particularly in recognising income, deferring income, and accounting for liabilities.

During the year income exceeded expenditure by c£517k, 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 included restricted funds amounting to c.£544,000.

It was be noted that a technical review of income received was undertaken during the preparation of the final draft accounts. As a result of this further scrutiny, grant income amounting to £354k, which had been awarded prior to 31 March 2024 by NHS Charities Together, but remained unutilised as at 31 March 2024 had been fully recognised as income within the year. This was in accordance with guidance as per the Charities SORP.

The respective Teams involved 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 during 2023/24.

Trish Mills presented the Annual Report and noted that her Team had spent considerable time last year updating the template and had built on it further this year. She highlighted the involvement of David Hopkins in the Task and Finish Group, which helped draw out areas not previously covered.

Trish emphasised that the report now showed a broader range of spending, including patient education and welfare, while ensuring that the funds were used for the relief of sick patients. She also noted that the Report provided an idea of what was planned within the charity for 2024/25.

Estelle Hitchon thanked Trish Mills and Chris Turley for their work on the Accounts and Annual Report and noted significant improvements and the involvement of David Hopkins as the new Head of Charity. Ceri Jackson appreciated the clear and succinct reporting provided and acknowledged that the Report is helpful in demonstrating the Charity's impact and ambition.

5.1 Independent Examination Report from Audit Wales for 2023/24

Yvonne Thomas from Audit Wales attended to present the Independent Examination of the Annual Report and Accounts for 2023/24. Yvonne explained that the Charity had requested an Independent Examination for 2023/24, as the Charity's gross income and asset values fell within the relevant thresholds. She clarified that an Independent Examination provides assurance that the charity's funds have been properly accounted for and that accounting records have been kept; but it does not involve forming an opinion on whether the accounts are true and fair.

Yvonne confirmed that the examination was completed without identifying any issues, and no amendments were required in the draft accounts. It was noted that subject to approval by the Corporate Trustee, the Auditor General for Wales will certify the accounts on 30 January which would allow the documents to be filed with the Charity Commission by the deadline of 31 January. Yvonne thanked the staff who assisted with the examination process. The Committee was asked to endorse the accounts and report for approval by the Corporate Trustee following the update from Audit Wales.

Following this discussion and the presentation of the Audit Wales Report, the Committee endorsed the Charity Annual Report and Accounts for 2023/24 and recommended them for approval to the Corporate Trustee. The Committee noted that these documents would be presented to the Trustee for approval

ahead of submission to the Charity Commission at its meeting on the 30 January 2025.

RESOLVED: That the Charity Accounts and Annual Report 2023/24 were endorsed and recommended for approval by the Corporate Trustees at their meeting on 30 January 2025.

67/24 CHARITY STRATEGY UPDATE

Estelle Hitchon introduced the Charity Strategy Update and acknowledged the significant progress made since the appointment of David Hopkins and his joining the Trust in October 2024. She highlighted that the paper was divided into two parts: what David had accomplished in his first 15 weeks, including the approval of the Charity visual identity, and the foundational work he has begun.

The second part of the update focused on the future direction of the Charity, building on previous work by Tarnside. Estelle emphasised that the presentation was a first look at a potential strategic direction and objectives, which sought Committee input on whether these were on the right track, potential alternatives, and any missed opportunities. The goal was to refine these ideas into clear priorities and objectives.

David Hopkins provided an overview of his first three months. He highlighted the significant progress on foundational issues and the visual identity rollout (with completion expected by the end of March). He referenced the formation of a Volunteer Fundraising Task and Finish Group to develop guidance for volunteering, which aims to mitigate risks for the Trust and Charity. He also noted the awarding of nearly £12,000 of funds through the sports fund.

David identified key themes from his initial weeks, such as the need to increase staff awareness of the Charity and improve the management of restricted and unrestricted funds. He proposed priorities for the next 12-15 months, including developing a strategy, increasing staff engagement, and consulting on funding distribution methods, potentially introducing Fund Managers for low-level approvals.

David also emphasised the importance of adhering to the Public Benefit Test for charitable activities and noted the benchmarking activity he is undertaking against other NHS ambulance charities to inform the development of the Charity strategy. Related to this, David presented a draft Theory of Change model, which outlined potential actions and projects for the next five to ten years.

While supporting staff welfare, the ultimate goal was to improve patient experience, ensuring alignment of charitable expenditure in line with the Public Benefit requirements. David recognised that this was a first discussion item, with

further consultation planned over the next few months to finalise the model by April, ahead of a full strategy discussion later on in the year.

David sought feedback on whether the proposed direction and actions were appropriate and aligned with the Charity's goals. The Committee discussed the Theory of Change model 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; and
- Patients benefit by receiving tailored care personalised to their needs.

Lee Brooks enquired about the rationale behind selecting end-of-life care as a strategic focus. David explained that the inclusion of the Wish Ambulance and end-of-life care in the strategy was partly driven by existing work and the desire to continue supporting it. David acknowledged the importance of sense-checking whether this aligned with the Charity's strategic priorities, however.

Lee also questioned how the Charity's ambitions aligned with those of St John Ambulance, particularly in areas like community resilience, falls, and youth volunteering. David emphasised the need to collaborate rather than compete with St John. He agreed on the importance of ensuring that the Charity's efforts were unique and complementary to those of St John, particularly in areas where St John already has expertise.

David provided a high-level overview of the consultation process he undertook in preparing the Theory of Change model. He advised that he had spoken to various teams, including Operations, People and Culture, and Workplace Well-Being; as well as those leading existing projects. He has also benchmarked against other organisations. David emphasised that at the current stage it was important to identify priorities and determine what would make the most impact, seeking the Committee's collective steer on what should be the focus for the Charity.

Trish Mills suggested that conducting an Equality Impact Assessment (EqIA) now may help address concerns related to inequality. Trish proposed that beginning the EqIA process could help identify and incorporate any necessary considerations into the Charity's strategy. It was confirmed that completion of the associated EqIA would be required for the strategy's approval, in any case.

Ceri Jackson expressed support for the approach and the progress made by David since his appointment. She highlighted the importance of being clear on the strategic priorities and outcomes before considering the specifics of the Theory of Change approach. Ceri recommended ensuring that the strategic

priorities were well-defined and agreed upon, which would help streamline decision-making within the Charity, in addition to the need for a clear vision and strategic priorities to guide the Charity's work effectively.

Estelle Hitchon added that she felt that the strategic priorities were clear, but that there may be differences in terminology, acknowledging the importance of refining the priorities. Estelle acknowledged the need for further consultation and engagement with various stakeholders, including the Executive Leadership Team and Trade Union colleagues, to ensure broad support and clarity of direction.

Members noted that the Corporate Trustee would approve the strategic priorities later in the year, once the Committee were content with the final iteration.

Trish Mills supported the notion of moving to Fund Managers as suggested by David, albeit with appropriate governance in place, and acknowledged the significant time commitment required by the Bids Panel. Trish stressed the importance of reviewing the related governance arrangements, as previously committed to the Corporate Trustee.

Members commended the excellent progress since David's appointment in Autumn 2024 on the improvements in the Charity. This included the approval of the new visual identify for the Charity and focused approach to fundraising. The Committee expressed its thanks to David.

RESOLVED:

- 1) That the Committee endorsed the key milestones and approvals; and**
- 2) These are added as ad hoc items to the Committee's cycle of business for 2025/26.**

68/24 CHARITY PERFORMANCE UPDATE

The Charity Performance Report was received which showed 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 were being administered according to their conditions and there was nothing to escalate at this stage.

A Red, Amber Green (RAG) system had been introduced to track progress of specific targets. He highlighted the following:

Mind Over Mountains Project: Discussions with Mind Over Mountains and NHS Charities Together indicated a preference to continue the project with revised targets for staff engagement based on feedback from year one.

WAST Sports Grants: Progress has been made, with recent grants issued through the Bids Panel. A second round of funding was planned in the next few months.

Future Opportunities: Emphasis on the Community Resilience Grant, which required decisions on its use for community benefit. David noted the importance

of strategic engagement with Executive Leads to determine the best route for this funding.

Lee Brooks commented on the Charity Performance Update, emphasising two main points:

Non-Charity Resources: He highlighted the importance of being conscious of the impact on non-charity resources when developing applications for funding, as it inevitably created additional work.

Greener Communities: He mentioned that there were already several gardens and green spaces across the estate, funded through the Bids Panel and other sources, indicating that there are existing spaces that could be utilised for greener community initiatives.

David Hopkins acknowledged concerns raised by Liz Rogers around accessibility issues relating to the Mind Over Mountains walks. He shared her concerns about the project's accessibility. He suggested that the project might continue to its natural conclusion and then be evaluated for its value and accessibility.

David indicated that consideration would need to be given to how such projects are funded in the future. He also acknowledged having heard anecdotal evidence regarding repeated participation but noted that the registration figures he received from Mind Over Mountains were anonymous; therefore, he did not have definitive data. This is an area of activity that David will continue to monitor.

Additionally, David provided updates 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.

Ceri Jackson noted the funding for the Head of Charity and the position previously agreed by the Corporate Trustee, with the intention that the role will ultimately be financially sustainable from charitable funds. Ceri noted that in her experience it was common for charities to include a percentage of overhead costs in grant applications.

RESOLVED:

- 1) That the Committee received the Charity Performance Report with the progress of the Charity's active grants and noted the key risks and mitigations in place; and**
- 2) The Committee noted the intention of the Charity to apply for the NHS Charities Together Community Resilience Fund in 2025.**

69/24 CHARITY FUNDS FINANCE UPDATE

The balance of funds, £823,000, held as of 31 December 2024 comprised of £245,004 unrestricted funds; £186,108 in designated funds; and £422,392 in restricted funds. Since December the charity's investments value had increased by 1.38% resulting in a gain of c.£3,900.

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. The investment returns showed a small upward trend this year, despite some volatility.

The reporting on grant income had been realigned to be consistent with the way the income was treated in the accounts. This included recognising the full grant upfront and then reducing it as it is spent over subsequent years.

RESOLVED: That the report was noted, and no issues were raised.

70/24 COMMITTEE ANNUAL EFFECTIVENESS REVIEW 2024/25

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 would be circulated for approval by Chair's Action after the meeting.

The Committee Cycle of Business monitoring report and update on committee priorities was received with nothing to escalate. The Committee noted that there were two areas of reporting which were in development; the Investment Strategy and the Fundraising Report. These areas of reporting would be considered for 2025/26 with the review of the Cycle of Business for the Committee.

Key points from the discussion included:

- 1) Aims to continuously improve the Committee's effectiveness, considering the significant calls on members' time.
- 2) This year's approach involved looking at whether the Committee was focusing on the right things, ensuring the delegation was comprehensive, and considering any additions, combinations, or removals of responsibilities.

- 3) Common Issues such as the volume of papers being unmanageable, meetings taking too long, and the time spent generating reports.
- 4) Trish emphasised the need for clarity in reporting, ensuring it provided the right level of assurance for what was delegated to the Committee.
- 5) Trish mentioned the importance of guiding and monitoring the strategic direction within the Committee's remit, particularly with the evolving nature of the Charity.
- 6) She proposed developing reporting for strategic development and implementation, with a focus on the theory of change and the strategy to be reviewed in Q1 and Q2 of the next year, respectively.

Ceri Jackson supported the idea of biannual reporting on the Charity strategy's implementation and highlighted the need to distinguish between strategic and operational matters. Ceri added that the Theory of Change model would aid with this distinction, ensuring the committee does not get into operational details that are not within its remit. The committee agreed to receive a one-off strategy report and biannual updates on its implementation and acknowledged the role of the Corporate Trustee in approving strategic plans.

It was proposed that the following elements were no longer appropriate and be removed from the terms of reference. There were no objections to this proposal. The Chair supported this request. These elements for removal were:

- Ensure strong leadership of the Charity; and
- Promote the Charity.

Trish Mills discussed the fundraising elements of the Committee's terms of reference, highlighting the following points:

- The fundraising plan to align with the Charity Strategy, with a one-off report on the fundraising plan expected in Q2.
- Assurance on the implementation of the fundraising plan would come through various reports, primarily from the Executive Lead.
- Ensuring that systems and processes were in place would be covered through both the fundraising report and the development of policies and procedures.

Estelle Hitchon discussed the approach to reporting on fundraising and strategy and suggested that at this stage, it could be more logical to combine reports on fundraising and performance rather than disaggregating them, to avoid having too many individual reports. Estelle noted that as fundraising grew and became more complex, it could require a separate report. Members supported this view.

Trish Mills discussed the charitable funds section of the Committee's terms of reference which included:

- Reporting on compliance with the Declaration of Trust covered through the

Annual Report, annual filings, and auditor reviews. Additional assurance would come from David Hopkins' work on governance.

- Assurance on robust systems was provided through the auditor's report on the accounts, regular updates on income and expenditure, and the charity performance report.

There would also be a Charitable Funds Policy coming through. Trish asked for thoughts on whether the current reporting was sufficient or if any additional reporting was needed. Reporting on compliance with the declaration of trust, robust systems, and regular finance updates were deemed sufficient. The committee would continue to monitor the need for additional reporting as funds grow. Members confirmed that they were comfortable with what was currently being received and no changes to be made to the reporting to the committee.

Trish Mills addressed the sub-committees' terms of reference and reporting; those of the Bids Panel and Bursary Panel. It was noted that both Panels would be reviewing their terms of referencing in the coming months. Additionally, there will be discussions during the year on the potential to provide delegated authority for charitable expenditure to Fund Managers. Finally, discussions had begun on the sustainability of Bursary Panel funding. Trish clarified that these were initial discussions to address the need for a sustainable funding source for the Bursary Panel.

It was noted that no internal audits relevant to the Charity had been undertaken whilst acknowledging there could be a need for internal audit in future. The committee discussed the approval threshold for expenditure, and it was suggested that it could be appropriate to consider increasing it from £5,000 to £10,000, as the Charity grows.

The committee used Mentimeter to gather feedback on report writing, what worked well, and potential improvements. Key points included the need for clear and concise reporting, representation from volunteers, and ensuring an equality, diversity and inclusion lens within its discussions.

RESOLVED:

- 1) Members assessed whether the committee's remit, as outlined and in its terms of reference, remained appropriate for 2025/26. Consideration was given to any desired amendments, additions, or removals, as well as any areas that might be better addressed by another committee;**
- 2) Members evaluated the cycle of business, reflected on the hallmarks of effective assurance reporting, members also proposed potential improvements to enhance the strength and efficiency of assurance processes for the committee, including any individual reports; and**

- 3) The Committee reviewed the draft Annual Report and shared comments ahead of it being finalised and circulated for email approval by Chair's Action.**

71/24 BIDS PANEL UPDATES

David Hopkins provided an update on the Bids Panel meeting held on 2 January 2025, which focused on the Sports grant applications. Key points included: Seven grants were approved for staff and volunteer sports teams and small staff and volunteer technologies.

A second round of funding is planned for later in the year. Discussions were ongoing about who will take over as chair of the Bids Panel, as David's role is more focused on charity assurance rather than chairing the Panel.

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 furniture, and televisions in stations.

Trish Mills noted that in the combined AAA report of August and October, paragraph seven incorrectly stated that there was no requirement for the Charity Committee to approve any of the bids. She clarified that the Christmas dinners had to be approved by chair's action as detailed earlier in the minutes. (A verbal update on these meetings had been provided to the last committee meeting).

RESOLVED: That the Bids Panel update, relating to the meeting on 2 January 2025, was noted.

72/24 BURSARY PANEL UPDATE

The Bursary Panel met 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. Eight of which were unfortunately non-compliant due to statutory and mandatory requirements.

Two applications were successful, one of which may require Committee approval at a later date, as the funding amount exceeded the Bursary Panel's delegated authority. Further detail is required on the other application as checks need to be undertaken to see if there were any alternative funding routes which would cover 100% of the cost.

Jo Kelso, Chair of the Bursary Panel, recognised the need for improved communication and understanding of why compliance is necessary for future applicants to ensure efficiency within the application and approval process.

RESOLVED: That

1) the Committee noted the position, following the opening of the Bursary window for a short period in November 2024; and the non-compliance of applications needed to be reviewed and improved communication on the matter.

73/24 COMMITTEE PRIORITIES AND CYCLE OF BUSINESS MONITORING REPORT

The Committee Priorities and Cycle of Business Monitoring Report was noted.

74/24 COMMITTEE HIGHLIGHT REPORT: 8 OCTOBER 2024

The Highlight Report from the 08 October 2024 was received.

75/24 REFLECTIONS AND SUMMARY OF DECISIONS/ACTIONS

No reflections were given due to time constraints; however, feedback was welcomed by Ceri Jackson from members after the meeting, should that be desirable.

76/24 ANY OTHER BUSINESS

This was the last meeting of the Chair of this Committee for Ceri Jackson. Peter Curran will take the Chair from the next meeting with Ceri remaining as a Non-Executive Director member of the committee.

77/24 DATE OF NEXT MEETING

The next meeting of the Committee is scheduled for 2 April 2025.