

CONFIRMED MINUTES OF THE MEETING OF THE CHARITABLE FUNDS COMMITTEE HELD ON 16 FEBRUARY 2023 VIA TEAMS

MEMBERS:

Ceri Jackson	Committee Chair & Non-Executive Director
Kevin Davies	Non-Executive Director

IN ATTENDANCE:

Colin Dennis	Chair of Trust Board
Estelle Hitchon	Director of Partnerships and Engagement
Paul Hollard	Non-Executive Director
Caroline Jones	Corporate Governance Officer
Navin Kalia	Assistant Director of Finance and Corporate Resources
Angela Lewis	Director of Workforce and OD
Rachel Marsh	Executive Director of Strategy and Planning
Bernadette Mitchell	Finance Assistance – Charitable Funds
Hugh Parry	Trade Union Partner
Alex Payne	Corporate Governance Manager
Jessica Price	Deputy Head of Financial Accounting
Chris Turley	Executive Director of Finance and Corporate Resources
Mike Whiteley	Audit Manager, Audit Wales
Liam Williams	Executive Director of Quality and Nursing

APOLOGIES:

Julie Boalch	Head of Risk/Deputy Board Secretary
Lee Brooks	Executive Director of Operations
Bethan Evans	Non-Executive Director
Jo Kelso	Head of Workforce Education and Development
Trish Mills	Board Secretary
Hannah Rowan	Non-Executive Director
Andy Swinburn	Director of Paramedicine
Damon Turner	Trade Union Partner
Marcus Viggers	Trade Union Partner

11/23 WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting, including those members of the Board who had been invited to take part in the discussions ahead of the Board of Trustees meeting, to approve the accounts. She also welcomed the Audit Manager Mike Whiteley.

12/23 DECLARATIONS OF INTEREST

There were no additional declarations to those previously recorded on the register.

13/23 AUDITORS REPORT ON ANNUAL ACCOUNTS

The Audit Manager began by expressing his thanks to the Finance Team for their support during the audit.

He went on to confirm that the audit work was now complete and that Appendix 2 of the report set out the basis of the qualified opinion.

The last full audit was carried out in 2014/15 and therefore balances needed to be worked forward from that point to gain the required assurance to determine whether the split between restricted and non restricted funds had been correctly allocated. Audit Wales had been unable to obtain sufficient evidence on a sample of transactions for 2015/16, although it was confirmed there were no issues relating to any other year of testing.

The auditors have a responsibility to report when there is a qualified opinion which sets out the basis for this, which in this case is a small amount of income for 2015/16 which the auditors were unable to gain assurance on. The auditors were not able to say it was incorrect, but likewise could not confirm it was correct.

The Audit Manager confirmed he had some time on 17 February with the Auditor General to sign the accounts prior to Trust being able to submit these to the Charity Commission.

It was recognised that the recommendations were partially accepted by management.

Members expressed again that lessons must be learned from the process and timeliness of this audit, to ensure the Trust did not find itself in a similar position in future.

RESOLVED: That the qualified opinion of the audit was accepted for the reasons set out above and within the report .

14/23 CHARITABLE FUNDS ANNUAL REPORT AND ACCOUNTS 2021/22

The Executive Director of Finance and Corporate Resources confirmed there had been much discussion in recent weeks relating to the accounts which were predominantly a cash-based set of accounts, and formally noted the delay of filing the accounts with the Charity Commission.

The Executive Director of Finance and Corporate Resources spoke about the key highlights in year which were referred to within the report, noting specifically that whilst a full audit of the accounts was not a requirement in line with the relevant charity legislation, the Committee had requested a full external audit at

an early stage in furtherance of good governance.

Whilst the Committee had been sighted on the draft accounts previously, there had been some slight changes following the audit which had been agreed and were detailed in the audit opinion.

The Executive Director of Finance and Corporate Resources stated that the annual report this year had been enhanced to be better aligned to the Trust's Annual Report in terms of presentation and style, including a foreword from Kevin Davies as previous Chair of the Committee.

Reference was made to the filing of the Annual Return and accounts 17 days late, which was disappointing. The Charity Commission had been informed of the late filing and the Trust had received an acknowledgement that there would be no further action from the Charity Commission.

Members also noted that the Trust was not the only Welsh NHS Charity unable to file their Annual Return and accounts on time, for similar reasons. The position has been clearly articulated in the 'Introduction' within the Annual Report.

Those present recognised the maturation of the charity over the past five years and agreed to focus on its positive ambitions going forward.

The Trade Union partner confirmed that he had full assurance from the Executive that the Annual Report and accounts had been prepared appropriately and thanked the Executive Director of Finance and Corporate Resources and the wider team.

RESOLVED: That

- 1) the Annual Report and Accounts 2021/22 be endorsed and recommended to the Corporate Board of Trustees for approval.**

16/23 SUMMARY OF DECISIONS/ACTIONS

1) The Annual Report and Accounts 2021/22 be endorsed and recommended to the Corporate Board of Trustees for approval; and

2) That the qualified opinion of the audit was accepted for the reasons set out above and within the report.

17/23 ANY OTHER BUSINESS

There were no items for discussion.

18/23 DATE OF NEXT MEETING –5 April 2023