

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. The papers for this meeting can be found by following this [link](#) to the Committee page on the Trust website.

Corporate Trustee Meeting Date	28 May 2026
Committee Meeting Date	2 April 2026
Chair	Ceri Jackson (deputy for Peter Curran)

KEY ESCALATION AND DISCUSSION POINTS

ALERT

(Alert the Trustees to areas of attention)

1. There were no alerts raised in this meeting.

ADVISE

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

1. Members approved a quotation process to appoint an **External Lottery Manager** having considered all options to establish a community charitable lottery operating model, including an in-house model which was discounted as disproportionate to the charity's current scale. This appointment will support the Charity Delivery and Fundraising Plans by generating a regular, unrestricted income stream. Members were assured that all legal and ethical requirements would be met prior to any launch and work is in conjunction with NWSSP in terms of procurement processes.
2. Members approved the **2025/26 Committee Annual Report** and **2026/27 Cycle of Business**.
3. Members **reflected that** the papers were of a high quality, structured well and clear. It was reflected that the quality of reports to the committee enables members to have meaningful and productive discussions, which in turn supports good decision-making.

ASSURE

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

Charity Performance Report

4. The committee was assured with respect to the charity's management of grant funding, including delivery against agreed objectives and learning arising from the application of funds. Members welcomed the focus on demonstrating impact, particularly the benefits of charitable investment in staff wellbeing and engagement and noted that even modest projects were delivering tangible value.

5. Progress across current grants and fundraising activity was positively received, alongside strong examples of community and staff-led fundraising, including colleagues who are entered to run the 2026 London marathon on behalf of the Charity. The NHS Charities Together (NHSCT) Stage 3 Recovery Grant closure report was received, following these grant funds having been utilised.
6. The committee noted changes to anticipated external grant funding arrangements for Welsh charities in relation to the NHSCT workplace wellbeing project and the approach to awarding funding. Members noted their disappointment at the differences between the devolved nations; however, it was recognised that the Welsh programme will still deliver benefits for staff.
7. Members noted that Withers LLP will be delivering a session on the role of the Corporate Trustee to the board at its board development day on the 30 April 2026. Additionally, the Head of Charity, with the Director of Corporate Governance/Board Secretary has considered the revisions to the Charity Governance Code and will consider its application as the Charity's structures and processes mature.

Charity Finance Update

8. Members noted that the balance of funds held as of 28 February 2026 is £816,835 comprised of £218,503 unrestricted funds; £172,437 in designated funds; and £425,895 in restricted funds. Between 01 April 2025 and 28 February 2026, the unit price of the charity's investments had increased by 1.14% resulting in an overall small gain of c£3.1k. However, recent global market volatility resulted in an in-year loss of approximately £15.6k. Members were assured that the charity's investments are held in a low-risk portfolio, which has limited the scale of losses compared to higher-risk options. Performance is monitored closely and recovery can occur quickly; noting that the market price recovered yesterday, with approximately £4k recovered. The cumulative position therefore remains positive, with gains overall when viewed over the medium term. The charity currently holds 1,090.14 units and Members agreed to hold the position at this time.
9. The new **Charity Cash Handling SOP** was received for noting which has been introduced to strengthen and improve cash and donation handling on behalf of the charity.

Bids and Bursary Panels

10. The AAA report from the **Bids Panel** for March 2026 was received noting that five bids were approved by the Panel relating to three replacement televisions, baby loss awareness memory trees and a BLS instructor course, with the total awarded being £2,295. Committee were alerted to a year end position of ~£5k underspend against the annual allocated budget, however, noted that had there been agreement on the Trust's approach to funding station furniture (which is currently being determined by an Ops-led working group, and will give clarity to the Charity on what could be considered additionality) the total value of deferred sofa-related bids would have exceeded the remaining budget. The lower attendance at the March panel was also noted, although this is not a trend as attendance is generally good; however, this will still be considered by the effectiveness review planned for Q1 26/27.
11. The **Bursary Panel** AAA report for January 2026 was received. The details of which were verbally received by Committee in January 2026 and recorded in the minutes and AAA for that meeting.

RISKS

Risks discussed: The charity's risk register was received. The committee was assured as to the actions being progressed to mitigate the risks with no material changes this period. The risks are as follows:

- CHAR-003 - lack of compliance with legal and regulatory framework with a current risk score of 10 (2x5)
- CHAR-005 - lack of internal processes and governance structures in place to meet the conditions of grants with a current risk score of 6 (2x3)
- CHAR-008 - failure to raise sufficient funds to deliver the Charity's strategic objectives with a current risk score of 12 (3x4)

New Risks Identified: Members acknowledged that the recent investment market volatility should be reflected in the risk register and supported the proposal to consider this risk ahead of the next meeting.

COMMITTEE AGENDA FOR MEETING

Charity performance report	Charity funds finance report	Options for Appointment of External Lottery Manager
Risk management Report	2026/27 Quality governance review	Bids panel highlight report (March 2026)
Bursary panel highlight report (January 2026)		

COMMITTEE ATTENDANCE

Name	2 April 2026	7 July 2026	1 October 2026	14 January 2026
Peter Curran (Chair)	Hayley Hutchings			
Ceri Jackson	Chair			
Hannah Rowan				
Estelle Hitchon				
Chris Turley				
Lee Brooks				
Liz Rogers				
Trish Mills	Julie Boalch			
Hugh Parry				
Damon Turner				
Marcus Viggers				
Julie Boalch				
Jo Kelso				
David Hopkins				
Leanne Smith				
Jackie Hatton-Bell				
Andrew Cotton				
Matt Dugdale				

	Attended
	Deputy attended

	Apologies received
	No longer member/not member