

# Bundle Corporate Trustee 30 January 2025

## Agenda attachments

- ITEM 0 Corporate Trustee Agenda 30 January 2025
- 0.1 PART 1
- 0.2 09:30 – OPENING ITEMS
- 1 Chair's Welcome, Apols and Quorum
- 2 Declarations of Interest
  - ITEM 02 Board Member register of Interests 8 January 202511
- 3 09:35 – Charity Annual Report and Accounts 2023/24
  - 3.1 Audit Wales Independent Examination Report (Annex 3)*
  - Item 03 SBAR Corporate Trustee – Charity Annual Report and Accounts 2023–24
  - Item 03a – Annex 1 – WAST Charity Annual Report 2023–24 – v3 Final
  - Item 03b Annex 2 – WAST Charity Accounts & Notes 2023–24
  - Item 03c Annex 3 – WAST Charity Independent Examination Memo 2023–24
- 3.1 09:45 – Adjourn till 15:30
- 3.2 PART 2
- 3.3 OPENING ITEMS
- 4 15:30 – Chair's Welcome, Apols and Quorum
- 5 Declarations of Interest
  - ITEM 05 Board Member Register of Interests 8 January 2025
- 6 Minutes of the Last Meeting: 29 November 2024
  - ITEM 06 2024–11–29 Corporate Trustee Board – Draft Minutes
- 7 Action Log and Matters Arising
- 7.1 FOR APPROVAL, ASSURANCE AND DISCUSSION
- 8 15:35 – Charity Committee AAA – 14 January 2025
  - ITEM 08 Charity Committee Highlight Report 14 January 2025
- 8.1 CONSENT ITEMS
- 9 Charity Committee Minutes – 8 October 2024
  - ITEM 09 2024–10–08 Charity Committee – Confirmed Minutes
- 9.1 15:40 – CLOSING ITEMS
- 10 Reflections and Summary of Decisions/Actions
- 11 Any Other Business
- 12 Date & Time of the Next Meeting: 27 March 2025

Length of Meeting:	00:30	Agenda Status:	CORPORATE TRUSTEE MEETING - 30 January 2025 PART ONE						Deadline: 21 January 2025	
Time	Mins allotted	Agendum	Title	Item for	Item requested by	Format	Paper prepared by	Item presented by	Colleagues to cc	
<b>OPENING ITEMS</b>										
09:30	00:05	1	Chair's Welcome, Apols and Quorum	Information	Standing	Verbal	n/a	Chair	n/a	
		2	Declarations of Interest	To State Conflicts	Standing	Verbal	n/a	Chair	n/a	
<b>FOR APPROVAL, ASSURANCE AND DISCUSSION</b>										
09:35	00:10	3	Charity Annual Report and Accounts 2023/24 Audit Wales Independent Examination Report	Approval	Annual	Paper	FinCor	Chris Turley	Jill Gill, Jess Price, Alex Payne	
<b>09:45</b>	<b>00:15</b>	<b>ADJOURN TILL 15:30</b>								

Length of Meeting:	00:15	Agenda Status:	CORPORATE TRUSTEE MEETING - 30 January 2025 PART TWO						
15:30	00:05	4	Chair's Welcome, Apols and Quorum	Information	Standing	Verbal	n/a	Chair	n/a
		5	Declarations of Interest	To State Conflicts	Standing	Verbal	n/a	Chair	n/a
		6	Minutes of the Last Meeting: 29 November 2024	Approval	Standing	Paper	n/a	Chair	
		7	Action Log and Matters Arising <i>There are no open actions</i>	Approval	Standing	Paper	n/a	Chair	n/a
<b>FOR APPROVAL, ASSURANCE AND DISCUSSION</b>									
15:35	00:05	8	Charity Committee AAA - 14 January 2025	Assurance	Standing	Paper	CorGov	Ceri Jackson	n/a
<b>CONSENT ITEMS</b> The items that follow are for information only. Should a member wish to discuss any of these items they are requested to notify the Chair so that time may be allocated to do so.									
15:40	00:00	9	Charity Committee Minutes - 8 October 2024	Information	Standing	Paper	CorGov	Ceri Jackson	
<b>CLOSING ITEMS</b>									
15:40	00:05	10	Reflections and Summary of Decisions/Actions	Discussion	Standing	Verbal	n/a	Chair	n/a
		11	Any Other Business	Discussion	Standing	Verbal	n/a	Chair	n/a
<b>15:45</b>	<b>00:15</b>	12	Date & Time of the Next Meeting: 27 March 2025	Information	Standing	Verbal	n/a	Chair	n/a

Name	Position
Colin Dennis	Chair of the Trust Board
Ceri Jackson	Vice-Chair of the Trust Board
Chris Turley	Executive Director of Finance and Corporate Resources

Name	Position	Declaration	Interest Type	Date Interest Started	Date Interest Ended	Left Trust
BEAUMONT-WOOD, Rhiannon	Non-Executive Director * Member of the Remuneration Committee * Member of the the Audit, Risk and Assurance Committee * Member of the Quality, Patient Experience and Safety Committee	Dorset Integrated Care Board (NHS Dorset), Non-Executive Director	Financial Interest	May 2023		
		Nursing and Midwifery Council (NMC), Designated Council Member for Wales	Financial Interest	June 2024		
		RBW Executive and Professional Coaching Ltd, Company Director (Company No 14938585) and Shareholder	Financial Interest	June 2023		
		Currently on coaching framework with Health Education and Improvement Wales	Financial Interest	June 2024		
		Registered Nurse (NMC)	Non-Financial Professional	January 1995		
		Registered Specialist Community Public Health Nurse	Non-Financial Professional	September 1996		
		Member of the Royal College of Nursing	Non-Financial Professional	2007		
		Employment for interim assignments via Public Sector Resourcing (an agency) regarding the review of major UK government programmes (remunerated net of tax via an Umbrella Company - Danbro Employment Umbrella Ltd)	Financial Interest	01 October 2023		
BEESLEE, Jayne	Non-Executive Director * Chair of the Finance and Performance Committee * Member of the Remuneration Committee * Member of the Academic Partnership Committee	Member Representative on the UK Civil Service Pension Board	Non-Financial Personal	01 October 2019		
		Governor on the Finance & General Purposes Committee of Cardiff and Vale Further Education College	Non-Financial Personal	01 February 2024		
		Fellow Chartered Institute of Personnel & Development	Non-Financial Personal	01 April 2006		
		Partner employed by Welsh Ambulance Services NHS Trust	Any Other Interest	July 2019		
BROOKS, Lee	Executive Director of Operations	Member of the Order of St John	Any Other Interest	01 March 2023		
		Volunteer - St John's Ambulance Cymru	Any Other Interest	06 April 2023		
		Council Member - St John's Ambulance Cymru Gwent Council	Any Other Interest	06 April 2023		
		Trustee of Action for Children [1097940]	Position in Charity or Voluntary Organisation	01 February 2021		
		Company Director - Action for Children [04764232]	Directorships	01 February 2021		
		Company Director - Action for Children (Wales) Ltd [10011497]	Directorships	05 April 2022		
		Trustee of National Youth Arts Wales [1170643]	Position in Charity or Voluntary Organisation	06 May 2021		
		Company Director - National Youth Arts Wales [10449512]	Directorships	06 May 2021		
		Non-Executive Director for Taff Housing	Position in Charity or Voluntary Organisation	01 May 2022		
		Company Director - Team Police Ltd [12518812]	Directorships	01 January 2022	31 October 2024	
CURRAN, Peter	Non-Executive Director * Chair of the Audit, Risk and Assurance Committee * Chair of the Charity Committee * Member of the Finance and Performance Committee * Member of the Remuneration Committee	Independent Board Member of the Project Board - National Contemporary Art Gallery for Wales	Any Other Interest	01 January 2024		
		Interim Finance Director for Torfaen Leisure Trust	Directorships	01 September 2023	29 February 2024	
		Interim Independent Member - Kaplan International Colleges UK Ltd [05268303]	Directorships	01 March 2024		
		Independent Member - Kaplan Open Learning (inc member of the Audit & Risk Committee)	Directorships	21 March 2024		
		Chair - Citizen Housing [Charity] (previously WM Housing Group)	Position in Charity or Voluntary Organisation	01 January 2015		
		Company Director - Citizen Treasury PLC (previously WM Housing Treasury Ltd)	Directorships	29 August 2017		
		Company Director - Citizen Treasury Vehicle Ltd	Directorships	04 September 2017		
		Chair - North Devon Homes	Position in Charity or Voluntary Organisation	01 October 2021		
		Company Director - North Devon Homes	Directorships	01 April 2022		
		Chair - Green Square Accord (Housing Association)	Position in Charity or Voluntary Organisation	26 March 2024		
DENNIS, Colin	Chair of Trust Board and Non-Executive Director * Chair of Remuneration Committee	Company Director - Low Carbon Living Homes Ltd [04207671]	Directorships	26 March 2024		
		Company Director - Green Square Estates Ltd [8719365]	Directorships	26 March 2024		
		Managing Director (Employed) at My Choice Healthcare Limited.	Any Other Interest	01 June 2019		
		Non-Executive Board Member at RHA (Social Housing Organisation - Community Benefit Society)	Position in Charity or Voluntary Organisation	01 November 2019		
		Company Director - My Choice Healthcare South Wales Limited	Directorships	11 March 2020		
		Company Director - Moorlands Rehabilitation (Staffordshire) Limited.	Directorships	20 December 2019		
		Company Director - Springfield (Barsoed) Limited.	Directorships	12 March 2020		
		Company Director - Homes of Excellence Limited	Directorships	19 March 2021		
		Company Director - Victoria House Care Property Limited	Directorships	05 March 2020		
		Company Director - My Choice Healthcare (Four) Limited	Directorships	27 April 2022		
EVANS, Bethan	Non-Executive Director * Chair of Quality, Patient Experience & Safety Committee * Member of Finance & Performance Committee * Member of People & Culture Committee * Member of Remuneration Committee	Company Director - Luk Ros Property Limited	Directorships	12 March 2020		
		[Previously called Homes of Excellence Healthcare Limited, Company name changed 12.08.2022 - #12513139]	Directorships	12 March 2020		
		Company Director - Hawthorn Court Property Limited	Directorships	27 April 2022		
		[Previously called My Choice Healthcare (Three) Limited, Company name changed 12.08.2022 - #13371375]	Directorships	27 April 2022		
		Company Director - Ocean Living Property Limited	Directorships	22 July 2022		
		Company Director - Hawthorn Court Care Limited	Directorships	22 July 2022		
		Company Director - Glyncomrd Property Limited	Directorships	01 July 2022		
		Company Director - My Choice Healthcare (Two) Limited	Directorships	01 July 2022		
		Company Director - Carmarthen Care Limited	Directorships	02 January 2024		
		Company Director - Towy Castle Property Limited	Directorships	01 September 2023		
HUTCHINGS, Hayley	Non-Executive Director * Member of the Remuneration Committee * Member of the Academic Partnership Committee * Member of the People and Culture Committee	Employed at Swansea University, Professor of Health Services Research	Financial Interest	17 June 1995		
		Member of Academi Wales Expert Panel	Position in Charity or Voluntary Organisation	15 July 2024		
HITCHON, Estelle	Director of Partnerships and Engagement	Member of Academi Wales Expert Panel	Position in Charity or Voluntary Organisation	15 July 2024		

Name	Position	Declaration	Interest Type	Date Interest Started	Date Interest Ended	Left Trust
JACKSON, Ceri	<b>Non-Executive Director &amp; Vice Chair of the Trust Board</b> * Chair of the People and Culture Committee * Member of the Charity Committee * Member of Audit Committee * Member of Quality, Patient Experience & Safety Committee * Member of Remuneration Committee	Management Consultant primarily working in third sector	Interest in Companies and Securities	01 May 2019		
		Associate Director of SamKat Consulting Ltd in my capacity as self-employed management consultant	Directorships	01 June 2021		
		Charity Trustee – Stroke Association Trustee, Chair Wales Advisory Group.	Position in Charity or Voluntary Organisation	08 October 2020		
		Charitable Company – Stroke Association – Company Director	Directorships	08 October 2020		
KILLENS, Jason	<b>Chief Executive</b>	Honorary Professor – Swansea University	Personal or Departmental Sponsorship	2019		
		Chairperson – Association of Ambulance Chief Executives (AACE)	Non-Financial Professional	September 2024		
		Company Director of the Association of Ambulance Chief Executives (AACE), Co No. (07761209)	Directorships	September 2024		
		Officer of the Order of St John	Any Other Interest	January 2024		
		Member of the Order of St John	Any Other Interest	2009	2024	
KNEESHAW, Carl	<b>Director of People</b>	Chartered Fellow of Chartered Institute of Personnel and Development	Personal or Departmental Sponsorship	April 2020		
		Fellow of Institute of Leadership	Personal or Departmental Sponsorship	October 2020		
		Safeguarding Lead for local outreach charity, Brunstad Christian Church – Huntworth, Bridgwater, Somerset	Position in Charity or Voluntary Organisation	September 2018		
		NI Declaration				
LEWIS, Angela	<b>Director of Culture Change</b>	NI Declaration				
MARSH, Rachel	<b>Executive Director of Strategy, Planning and Performance</b>	NI Declaration				
MILLS, Patricia (Trish)	<b>Director of Corporate Governance/ Board Secretary</b>	NI Declaration				
PARRY, Hugh	<b>Trade Union Partner</b>	NI Declaration				
ROWAN, Hannah	<b>Non-Executive Director</b> * Chair of Academic Partnership Committee * Member of Charity Committee * Member of People & Culture Committee * Member of Remuneration Committee	Director, St Martin's Associates (Business consulting and coaching)	Directorships	04 April 2022		
		Non-Executive Director Qualifications Wales (regulator for all non degree qualifications in Wales)	Any Other Interest	01 April 2021		
		Trustee MAE Cymru (Christian charity which champions gender equality in church of Wales)	Position in Charity or Voluntary Organisation	13 November 2021	November 2023	
		Elected member, The governing body of the church in Wales (Parliament of church in Wales - voting member)	Any Other Interest	01 April 2021		
		Relative (Parent) is a Non-Executive Director for Social Care Wales	Any Other Interest	01 April 2017		
SAMMUT, Jonathan (Jonny)	<b>Director of Digital Services [appointed 26.09.2023]</b>	Fellow of the British Computer Society – FBCS	Any Other Interest	04 March 2024		
		Panel Member of the UK CIO Advisory Panel – Digital Health	Any Other Interest	05 July 2023		
		Federation of Informatics Professionals – Leading Practitioner	Any Other Interest	25 April 2024		
		Strategic Advisor to College of Paramedics	Any Other Interest	01 January 2020		
SWINBURN, Andrew (Andy)	<b>Executive Director of Paramedicine</b>	Treasurer of Royal Gwent Hospital League of Friends.	Position in Charity or Voluntary Organisation	01 February 2022	05 November 2024	
TURLEY, Christopher	<b>Executive Director of Finance and Corporate Resources</b>	NI Declaration				
TURNER, Damon	<b>Trade Union Partner</b>	NI Declaration				
WILLIAMS, Liam	<b>Executive Director of Quality and Nursing [from 01 August 2022]</b>	Chair/Director – Thornbury Carnival Community Interest Company Voluntary	Position in Charity or Voluntary Organisation	01 August 2019		
		Member Royal College Nursing	Any Other Interest	01 August 2022		
		Committee member Royal College Nursing, Nurses in Management and Leadership Forum Steering Committee	Position in Charity or Voluntary Organisation	01 August 2022		

<b>AGENDA ITEM No</b>	<b>03</b>
<b>OPEN or CLOSED</b>	<b>OPEN</b>
<b>No of ANNEXES ATTACHED</b>	<b>3</b>

<b>Charity Annual Report and Accounts 2023-24</b>
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<b>MEETING</b>	Corporate Trustee
<b>DATE</b>	30 January 2025
<b>EXECUTIVE</b>	Chris Turley, Executive Director of Finance and Corporate Resources
<b>AUTHOR</b>	Jillian Gill, Finance Directorate Bernadette Mitchell, Finance Assistant-Charitable Funds
<b>CONTACT</b>	Chris Turley, 01633 626201, <a href="mailto:Chris.Turley2@wales.nhs.uk">Chris.Turley2@wales.nhs.uk</a>

<b>EXECUTIVE SUMMARY</b>
<ul style="list-style-type: none"> <li>• This paper presents to the Corporate Trustee the Annual Report and Accounts for the WAST Charity for the financial year ended 31 March 2024.</li> <li>• As endorsed and recommended by the members of the Charity Committee (CC), in its meeting on 14<sup>th</sup> January 2025, the Corporate Trustee is requested, as the sole Corporate Trustee of the charity, to approve these ahead of their submission to the Charity Commission by 31<sup>st</sup> January 2025.</li> </ul> <p><b>RECOMMENDATION:</b>  <b>That the Corporate Trustee approves the WAST Charity Annual Report and Accounts for 2023/24 and that the Trustee confirm their assessment of the Charity’s financial situation as a going concern, prior to submission to the Charity Commission by the prescribed deadline of 31<sup>st</sup> January 2025.</b></p>

<b>KEY ISSUES/IMPLICATIONS</b>
<p>Key highlights from the attached documents for the Corporate Trustee to note are as follows: -</p> <ul style="list-style-type: none"> <li>• During the year income exceeded expenditure by c£517k This now includes full recognition of all applicable grant income in year, in line with Charity SORPs.</li> <li>• Gains on investments were recorded of c£31k.</li> <li>• As a result of the above total fund balances increased by c£548k during the year.</li> <li>• Fund balances at 31st March 2024 amounted to c£947k. These balances include restricted funds amounting to c£544k.</li> </ul>

Audit Wales have undertaken an Independent Examination of these documents and have no significant findings to report. This was confirmed to the CC on 14<sup>th</sup> January 2025.

### REPORT APPROVAL ROUTE

- Executive Leadership Team – 27 November 2024
- Charity Committee – 14<sup>th</sup> January 2025 (Final drafts for endorsement)
- Corporate Trustee – 30<sup>th</sup> January 2025 (Final documents for)

### REPORT APPENDICIES

Annex 1 - Charity Annual Report 2023/24  
 Annex 2 - Charity Annual Accounts 2023/24  
 Annex 3 – Audit Wales Independent Examination Report 2023/24

### REPORT CHECKLIST

Confirm that the issues below have been considered and addressed		Confirm that the issues below have been considered and addressed	
EQIA (Inc. Welsh language)	NA	Financial Implications	YES
Environmental/Sustainability	NA	Legal Implications	YES
Estate	NA	Patient Safety/Safeguarding	NA
Ethical Matters	YES	Risks (Inc. Reputational)	YES
Health Improvement	NA	Socio Economic Duty	NA
Health and Safety	NA	TU Partner Consultation	NA

# WELSH AMBULANCE SERVICES NHS TRUST

## CORPORATE TRUSTEE

### CHARITY ANNUAL REPORT AND ACCOUNTS 2023/24

#### SITUATION

1. The Welsh Ambulance Services NHS Trust Charity Final Annual Report and Accounts for 2023/24, along with the Audit Wales (AW) report following their Independent Examination (IE) of these, are attached at **Annex 1, 2 and 3**. The Report and Accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

#### BACKGROUND/ASSESSMENT

2. A Charity Filings 2023/24 Task and Finish Group was established to coordinate the production and delivery of the Annual Report and Annual Return responses for the charity for the 2023/24 reporting period. The development of the Annual Accounts has been managed separately by finance colleagues but was aligned to the Annual Report delivery schedule.
3. The Task and Finish Group completed its work in December 2024 with the draft Annual Return responses having been produced, the draft Annual Accounts being completed and submitted to AW on 25<sup>th</sup> November 2024 and the draft Annual Report completed and submitted to AW on the 4<sup>th</sup> of December 2024 to inform their Independent Examination.
4. All charities registered with the Charity Commission are required to submit a charity Annual Return which includes submission of the Annual Report and Accounts. The Annual Return includes details regarding the charity's activities, the majority of which is drawn from the information in the Annual Report and Accounts, respectively. The Annual Return was developed by the Charity Filings Task and Finish Group, and the draft responses have been reviewed by the Executive Leadership Team and have been shared with Ceri Jackson (outgoing Chair of the Charity Committee) and Peter Curran (incoming Chair of the Charity Committee). The Annual Return (and associated filing) must be completed no later than the 31<sup>st</sup> January 2025 via the Charity Commission website.

5. The key points to note within the accounts are as follows:
  - £622k income during the year.
  - £105k expenditure during the year.
  - Net COIF Investment gain of £31k.
  - Resulting net movement in funds of £548k
6. The Audit Wales (AW) team have carried out an Independent Examination (IE) of the attached Annual Report and Accounts, during December 2024, and no material changes were required. A copy of the AW report following the IE is attached at Annex 3, which was presented and considered at the CC on 14<sup>th</sup> January 2025. The key element of this being the fact that AW propose that the Auditor General for Wales will certify the 2023/24 Charity Accounts with an unamended and unqualified independent examination opinion.
7. Given the outcome of this IE by Audit Wales, it is now proposed that the Auditor General for Wales will sign this off on 30<sup>th</sup> January 2025, following final Corporate Trustee approval of the accounts, ahead of submission to the Charity Commission by 31<sup>st</sup> January 2025.
8. The Charity's financial situation as a going concern should be confirmed by the Corporate Trustee. This should be made as a joint decision when approving the accounts. This means that the Corporate Trustee should assess whether the Charity can continue its operations and meet its liabilities as they fall due for a period of 12 months from the date of signing.
9. As a result of the healthy reserve situation currently enjoyed by this Charity and in light of the management of funds in place, the Treasurer, Chris Turley, is happy to recommend to the Corporate Trustee that the going concern status is assured for a further 12 months from the date of signing the accounts.
10. The final draft Annual Report and Accounts were presented and considered at a meeting of the CC on 14<sup>th</sup> January 2025. At this, Audit Wales colleagues also confirmed that they had completed their IE of the accounts and had no issues to report, and that there was no reason why the AGW won't sign these off on 30<sup>th</sup> January 2025, following Corporate Trustee approval.
11. Charity Committee members therefore endorsed the 2023/24 WAST Charity Annual Report and Accounts and recommended that the Corporate Trustee approve these at its meeting on 30<sup>th</sup> January 2025.

**RECOMMENDED:**

12. That the Corporate Trustee approves the WAST Charity Annual Report and Accounts for 2023/24 and that the Trustee confirm their assessment of the Charity's financial situation as a going concern, prior to submission to the Charity Commission by the prescribed deadline of 31<sup>st</sup> January 2025.

**ANNEXES:**

<b>Annex 1</b>	<b>Annual Report 2023/24</b>
<b>Annex 2</b>	<b>Annual Accounts 2023/24</b>
<b>Annex 3</b>	<b>Audit Wales Independent Examination Report 2023/24</b>



GIG  
CYMRU  
NHS  
WALES

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

Welsh Ambulance Services NHS Trust Charity

# Charity Annual Report and Accounts 2023-24

**(Charity Registration Number 1050084)**



## THANK YOU

We are delighted to bring you the Welsh Ambulance Services NHS Trust (WAST) Charity Annual Report for 2023-24.

We would like to extend our heartfelt and sincere thanks to everyone in our communities who has supported our charity. Thanks to your generosity, the Welsh Ambulance Service Charity was able to provide invaluable support to our staff and improve the ways in which they provide vital services to our patients.

We would also like to thank our staff and volunteers. The way in which you consistently deliver high standards of patient care is often directly linked to the donations and legacies the Charity receives.

The end of the 2023-24 financial year saw the Charity continue to reflect on its strategic direction and this was taken forward into 2024-25. We have continued to evaluate our current position with a view to investing in resources to increase our impact, optimise future fundraising and grant opportunities, and support the people we serve across Wales.

With the appointment of a new Head of Charity (from October 2024), and a Fundraising and Communications Manager (to be recruited in early 2025), the Charity will develop new fundraising streams over the coming years. This will enable the Charity to continue to grow, and to invest increased income in projects that will benefit patients, staff and volunteers throughout Wales.

DATE & SIGNATURE TO BE ADDED

**Colin Dennis**  
**Chair of the Corporate Trustee**

DATE & SIGNATURE TO BE ADDED

**Ceri Jackson**  
**Vice Chair of the Corporate Trustee and Chair of Charity Committee**  
**(Interim Vice-Chair effective 01 December 2023-30 June 2024)**



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# 1. OUR PURPOSE, ACHIEVEMENTS AND PLANS

## 1.1 Our Purpose

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The Welsh Ambulance Service Charity is the official charity of the Welsh Ambulance Services University NHS Trust (WAST). The charity has the following charitable object:

*The Trustee shall hold the trust fund upon trust to apply the income and at their discretion so far as may be permissible, the capital, for any charitable purpose or purposes relating to the National Health Service.*

The Trust gained University Trust status as of the 01 April 2024, which is not in this reporting period for the Charity. It is relevant to note the change as the Trust's name has formally changed and this change is reflected in the detail within the 2023-24 report.

## 1.2 How we help

The Charity works closely with the Trust to ensure that it allocates funding to areas where it can make the greatest impact.

We do not replace NHS funding but use the generous donations we receive to support WAST to provide services and activities over and above what the NHS can provide.

In 2023-24 the Charity supported staff practically and emotionally. This is always appreciated, particularly through the challenging Winter period. The wellbeing support we funded supported our people to continue to be able to provide the highest quality of care for our patients during this very difficult period.

The Charity also purchased amenities to provide more welcoming surroundings for crews, which supported their well-being and provided additional training resources to further enhance the quality and standards of care provided by our people.

We are grateful to NHS Charities Together, who in 2023-24 have awarded the Charity two new grants towards its work. These grants have allowed the Charity to provide WAST's volunteers with equipment and training, and to support WAST staff through new health and wellbeing initiatives. The Charity has also been able to support the Trust's new Community Welfare Responders programme, thanks to funding from NHS Charities Together.

### 1.3 Our Plans for 2024-25 and beyond

The Charity appointed a strategic consultant in 2022-2023 to review options for the future direction of the Charity, to better support our people and our patients. The Corporate Trustee has agreed that the most appropriate way forward is to resource the charity to enable it to pursue a future as a strategic enabler, with the ambition for significant growth in fundraising income targeting larger charitable trusts and expanding the support we can provide to our people and our patients.

With the appointment of a new Head of Charity (from October 2024), and a Fundraising and Communications Manager (to be recruited in early 2025), the Charity aims to develop new fundraising streams over the coming years. These will include community fundraising, grants from trusts and foundations, and corporate giving.

The outlook for fundraising in the UK in 2024-25 is still expected to remain challenging and competitive. A key priority for the incoming Head of Charity will be ensuring that the Charity can reach new audiences through marketing and communications, and demonstrate its impact more effectively, through a strong case-for-support.

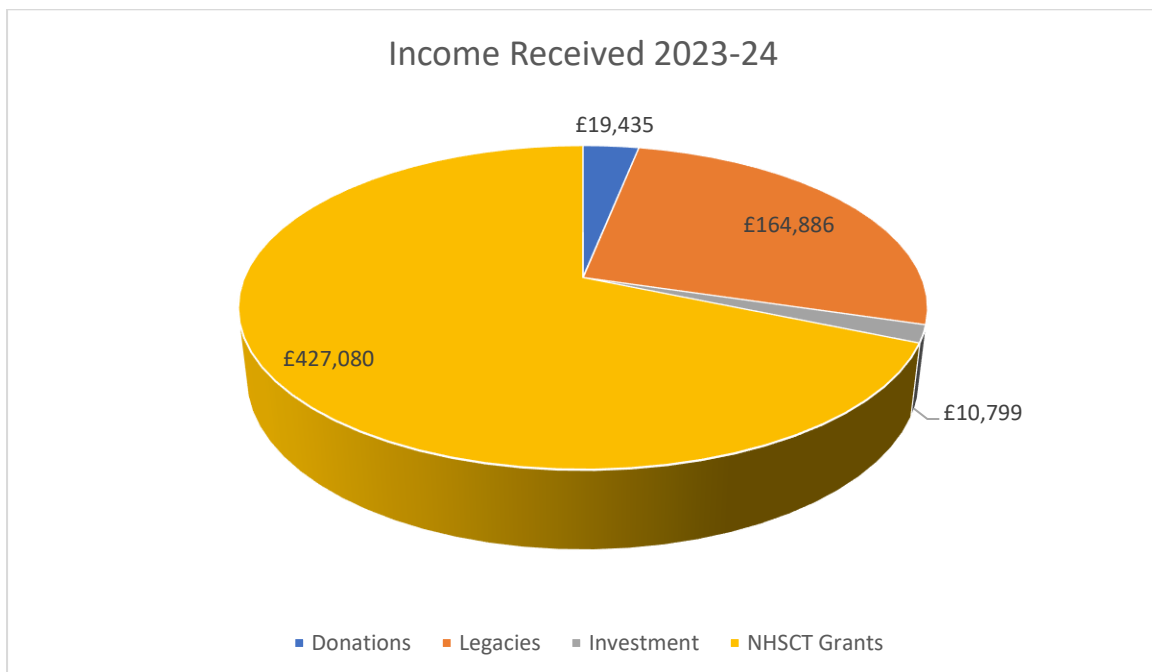
## 2. OUR FINANCES

### 2.1 Income

All income received is held in either unrestricted, designated, or restricted funds, dependent on conditions (if any) of the donation, legacy, or grant.

During 2023-24, 83% of the charity's voluntary income (donations and legacies) was restricted income and 17% unrestricted. The Charity is grateful for all donations received, which enable us to deliver activities that will benefit staff, volunteers and patients. Wherever possible, the Charity will always encourage donors to make unrestricted donations, as this allows the Charity to utilise those funds where they are most needed at the time. Please note that the charity's grant income is restricted for the purposes of that set-out within its grant applications.

The chart below shows our main sources of income in 2023-24 which total £622,200:



### Donations £19,435 (2022/23 £14,882)

3% of the charity's income has come from patients and their families wanting to show appreciation for the care and support they have received from our people. We remain extremely grateful for all the support the public and staff have given us to help realise our aims.

### Legacies £164,886 (2022/23 £5,000)

The charity received five legacies during 2023-24, two of which hold restrictions. One of the restricted legacies was for the sum of £148,886. The Welsh Ambulance Service Charity is grateful for all legacies and thankful to those who think of us when making their will.

### Grants £427,080 (2022/23 £10,566)

The charity's grant income has been received from NHS Charities Together as part of its Development grant, Stage-3 Recovery grant, and its Ambulance grant awards.

### Investment Income £10,799 (2022/23 £4,158)

This investment income comes in the form of dividends and interest from investment and cash balances held by the charity.

## 2.2 Expenditure

During 2023-24 the charity has continued to support a wide range of charitable and health related activities across the WAST. Charitable expenditure is made with consideration given to public benefit and a process of review and evaluation is carried out on funding requests to ensure they align with the charity's objects.

Examples of projects funded by the Charity during this period include:

- Project costs and equipment, such as observation kits, to expand the Trust's Community Welfare Responders' capacity. Part of the Trust's Connected Support Cymru initiative, this project supports better remote clinical decision making through on-scene observations

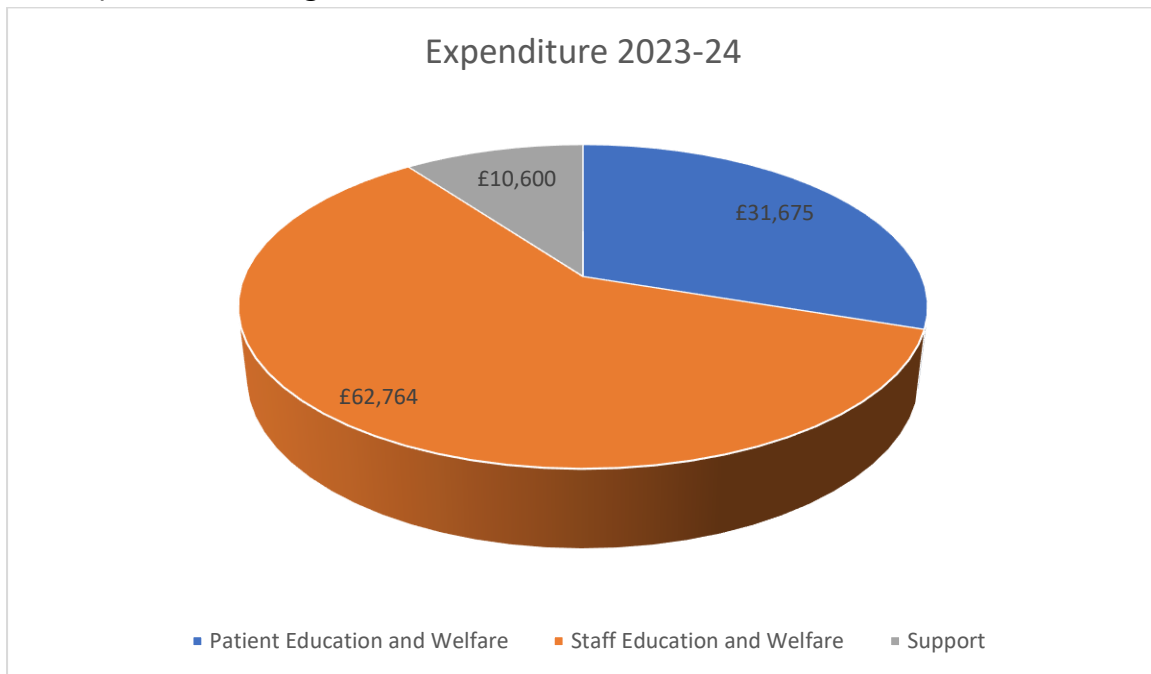


- New training equipment to support our Community First Responder training and inductions
- Training bursaries for 12 staff, enabling them to continue their professional development above and beyond what's possible through NHS funding
- New comfortable rest areas for staff, including a new Zen Room for 111 call handlers and clinicians

### Analysis of expenditure

In 2023-24 expenditure on charitable activities totalled £105,039 (2022/23 £153,023).

The expenditure categories were as follows:



### Management and administration costs

The total management and administration costs for 2023-24 were £10,600. This represents 2.7% of the opening fund balances held as at 1<sup>st</sup> April 2023.

### Investments and performance

The charity holds investment units with CCLA Good Investment. These investments are managed by CCLA. No additional purchases were made during 2023-24. During 2023-24 the market value of the investments increased by £30,715.

## 2.3 Overall Financial Position as at 31 March 2024

The value of the Charity as at 31 March 2024 was £946,886. This is an increase of £547,876 from the previous year. This increase in the value of the Charity is mainly thanks to substantial restricted donations received in this financial year – including major grants from NHS Charities Together, and large restricted legacies which are to be spent on specific purposes. The Charity has established procedures in place for the planned spending of these restricted funds.

## 2.4 Reserves Policy

There were no recurrent commitments in 2023-24, other than the £10,000 management fee (and similarly into 2024-25) against unrestricted charitable fund balances.

The Corporate Trustee considers that donations should be applied within a reasonable period of receipt, as long as there are no approved long-term plans that require accumulation of balances, and that expenditure represents appropriate use of funds.

# 3. OUR GOVERNANCE

## 3.1 Structure, Governance and Management of the Charity

### Corporate Trustee

The charity has a sole Corporate Trustee which is the Welsh Ambulance Services University NHS Trust. Responsibility for the management and use of funds held on trust lies with the Trust as the sole Corporate Trustee.

The Chair and Non-Executive Directors of the Trust Board are appointed by the Cabinet Secretary for Health and Social Care in Wales, with the Executive Directors being appointed in accordance with the Trust's Standing Orders.

New members of the Trust Board are provided with appropriate induction and training. Orientation documentation provided for new members includes the previous year's annual reports and financial statements, and relevant charity information. Membership of the Trust Board from 1 April 2023 to 31 March 2024 is set out in Annex 1.

The charity does not make any payment for remuneration, nor does it reimburse expenses to the above individuals for activities undertaken in their capacity as Corporate Trustee.

Trustees are required to disclose all relevant interests, register them with the Trust and withdraw from decisions where a conflict arises. Any related party transactions are referred to in the accounts.

### Linked Charity

The Charity's registration includes a linked charity, Welsh Ambulance Services NHS Trust General Fund, with registration number 1050084-1.

### Charity Committee

The Charity Committee met six times in 2023-24 and reported to the WAST Board on each occasion. The Corporate Trustee delegates to the Charity Committee to:

- (a) Contribute to the development of the charity's strategy and monitor its implementation.
- (b) Assure the Corporate Trustee that charitable funds are accounted for, deployed, and invested in line with legal and statutory requirements.
- (c) Consider and endorse the annual accounts for approval by the Corporate Trustees.
- (d) Raise the profile and reputation of the charity.
- (e) To consider and authorise expenditure with a value of above £50,000 for bids from the Bids or Bursary Panel, subject to a recommendation from the Executive Leadership Team (ELT).

Since the start of the 2024/25 financial year the delegated authority to the Bids and Bursary Panels has been adjusted and the Charity Committee is now required to receive and endorse bids for charitable funds above £5, 000, subject to a recommendation for approval from the Trust's Executive Leadership Team. Membership of the Charity Committee from 1 April 2023-31 March 2024 was:

Committee Members:

Ceri Jackson	Committee Member (Chair from 05 May 2022)
Kevin Davies	Committee Member
Bethan Evans	Committee Member
Hannah Rowan	Committee Member

Prescribed Attendees for the Committee:

Chris Turley (Treasurer)	Executive Director of Finance and Corporate Resources
Lee Brooks	Executive Director of Operations
Andy Swinburn	Executive Director of Paramedicine
Estelle Hitchon	Director of Partnerships & Engagement
Trish Mills	Director of Corporate Governance/Board Secretary
Liz Rogers	Deputy Director of People and Culture
Julie Boalch	Chair of Bids Panel
Jo Kelso	Chair of Bursary Panel
Damon Turner	Trade Union Partner
Hugh Parry	Trade Union Partner
Marcus Viggers	Trade Union Partner

The Trust Board keeps under review the membership of the Charity Committee as part of its annual effectiveness review.

The Trust does not currently operate a system whereby fund managers are delegated responsibility for administration of certain funds. Instead, the Charity Committee established the Bids Panel and the Bursary Panel for the granting of applications for use of charitable funds. The Panels report respectively into the committee at each meeting. Guidance is in place to aid the Panels in the application of funds.



The object of the charity is such that all expenditure is for the benefit of the National Health Service and as such is for public benefit. The Corporate Trustee is aware of its duties in relation to public benefit.

### Registered address

The registered address of the Charity is Ty Elwy, Ffordd Richard Davies, St Asaph Business Park, St Asaph, Denbighshire, LL17 0LJ

## 3.2 Our advisors

### Bankers

The charity has retained the banking services during the year from Barclays Bank plc, Corporate Banking Centre, 70 Kingsway, Swansea SA1 5JB

### External Auditors

The charity auditors during the year were Audit Wales, 1 Capital Quarter, Tyndall Street, Cardiff, CF10 4BZ.

### Investment Manager

CCLA Good Investment, One Angel Lane, London, EC4R 3AB

## 3.3 Risk Management

In 2023-24 the main risks associated with the charity relate to financial controls risk and investment risk. In 2024-25 the Charity has had an increased focus on the risks it faces, and these will continue to be drawn out and articulated as the strategic direction is set.

### Financial controls risk

The financial controls which operate in relation to the charitable funds are the same as those which apply to the Trust and are determined in the Standing Orders and Standing Financial Instructions. The purpose of these controls are to ensure that the charitable fund is not exposed to any major risks. The controls in place are subject to continuous review and subject to annual external audit review.

Financial reports showing income and expenditure together with analysis of significant financial changes are reported to each Charity Committee meeting. The Corporate Trustee approves the annual accounts and annual report of the Charity every year prior to submission to the Charity Commission.

The external audit of charity accounts is undertaken by Audit Wales. Given the size of the charity this is usually an independent examination, with a full audit undertaken periodically. A full audit was undertaken of the accounts in 2021-22, and in 2022-23 and 2023-24 this reverted to an Independent Examination completed by Audit Wales.

### Investment risk

The risk relates to the uncertainty in the investment markets and volatility in yield. This is mitigated by investing in a portfolio of investments through the professional advice of investment managers. Our investment managers are CCLA and an update on the investment is included in each finance report to the Charity Committee with monthly monitoring of the investment by the Finance Team.

The Charity's investment policy is to hold a minimum of 20% in interest earning bank accounts and a maximum of 50% in fixed income or equity funds. This is in order to obtain the maximum return on investment with the minimum of risk to the funds.

The Charity does not currently have a policy of making grants to bodies other than to the Trust and none were made during the 2023-24 financial year. A report to the Charity Committee (previously the Charitable Funds Committee) in 2023 provided assurance to the Corporate Trustee on the ethical investment.

### 3.4 Annex 1 – Membership of the WAST Trust Board as Corporate Trustee

Voting members included:

- Colin Dennis, Chair of the Trust Board
- Peter Curran, Non-Executive Director from 01 February 2024
- Professor Kevin Davies, Vice-Chair of the Trust Board until 30 November 2023 and Non-Executive Director from 01 December 2023. Kevin Davies left the Trust Board on 30 September 2024.
- Bethan Evans, Non-Executive Director
- Paul Hollard, Non-Executive Director until 31 March 2024
- Ceri Jackson, Non-Executive Director until 30 November 2023 and Interim-Vice Chair from 01 December 2023-30 June 2024. Ceri Jackson became substantive Vice-Chair effective 01 July 2024.
- Hannah Rowan, Non-Executive Director
- Joga Singh, Non-Executive Director (left the Trust Board on the 31 August 2024)
- Martin Turner, Non-Executive Director until 31 January 2024
- Jason Killens, Chief Executive Officer of the Trust
- Chris Turley, Executive Director of Finance & Corporate Resources
- Lee Books, Executive Director of Operations
- Dr Brendan Lloyd, Executive Medical Director until 31 December 2023
- Rachel Marsh, Executive Director of Strategy, Planning & Performance
- Andy Swinburn, Executive Director of Paramedicine (voting member as of 01 January 2024)
- Liam Williams, Executive Director of Quality & Nursing

Non-voting members included:

- Estelle Hitchon, Director of Partnerships and Engagement
- Angela Lewis, Director of People and Culture
- Jonny Sammut, Director of Digital Services from 27 September 2023
- Leanne Smith, Interim Director of Digital Services until 11 October 2023
- Trish Mills, Director of Corporate Governance/Board Secretary
- Hugh Parry, Trade Union Representative (from 30 June)
- Damon Turner, Trade Union Representative



GIG  
CYMRU  
NHS  
WALES

Ymddiriedolaeth GIG  
Gwasanaethau Ambiwylans Cymru  
Welsh Ambulance Services  
NHS Trust

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## 4. ANNUAL ACCOUNTS

<b>WELSH AMBULANCE SERVICES NHS TRUST CHARITY</b>
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The accounts for Funds Held on Trust.

## **FOREWORD**

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

## **STATUTORY BACKGROUND**

The NHS Trust is the corporate trustee of the funds held on trust under paragraph 16c of Schedule 2 of the NHS and Community Care Act 1990.

The Trustee has been appointed under s11 of the NHS and Community Care Act 1990.

The Welsh Ambulance Services NHS Trust charitable funds held on trust are registered with the Charity Commission and include funds in respect of Ambulance services throughout Wales.

## **MAIN PURPOSE OF THE FUNDS HELD ON TRUST**

The main purpose of the charitable funds held on trust is to apply income for any charitable purposes relating to the National Health Service wholly or mainly for the services provided by the Welsh Ambulance Services NHS Trust. On the 1st April 2024 the Trust's name was changed to Welsh Ambulance Services University NHS Trust.

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	Note	Unrestricted funds £	Restricted Income funds £	Endowment funds £	Total 2023-24 £	Total 2022-23 £
<b>Incoming resources</b>						
<b>Incoming resources from generated funds</b>						
Donations and legacies	2	30,435	153,886	-	184,321	19,882
Charitable activities	3	-	427,080	-	427,080	10,566
Investment income	4	10,799	-	-	10,799	4,158
<b>Total incoming resources</b>		<b>41,234</b>	<b>580,966</b>	<b>-</b>	<b>622,200</b>	<b>34,606</b>
<b>Expenditure on</b>						
Charitable activities	5	37,879	67,160	-	105,039	153,023
<b>Total resources expended</b>		<b>37,879</b>	<b>67,160</b>	<b>-</b>	<b>105,039</b>	<b>153,023</b>
<b>Gains/(Losses) on investment assets</b>		30,715	-	-	30,715	(13,271)
<b>Net incoming /(outgoing) resources before transfers</b>		<b>34,070</b>	<b>513,806</b>	<b>-</b>	<b>547,876</b>	<b>(131,688)</b>
<b>Transfers between funds</b>		<b>36,652</b>	<b>(36,652)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>70,722</b>	<b>477,154</b>	<b>-</b>	<b>547,876</b>	<b>(131,688)</b>
<b>Fund balances brought forward as at 1 April 2023</b>		<b>332,004</b>	<b>67,006</b>	<b>-</b>	<b>399,010</b>	530,698
<b>Fund balances carried forward as at 31 March 2024</b>		<b>402,726</b>	<b>544,160</b>	<b>-</b>	<b>946,886</b>	399,010

**BALANCE SHEET AS AT 31 MARCH 2024**

		Unrestricted funds	Restricted funds	Endowment funds	Total 2023-24	Total 2022-23
		£	£	£	£	£
	Note					
<b>Fixed assets</b>						
Investments	10/11	280,239	-	-	280,239	249,524
<b>Total fixed assets</b>		<b>280,239</b>	<b>-</b>	<b>-</b>	<b>280,239</b>	<b>249,524</b>
<b>Current assets</b>						
Debtors	12	842	277,357	-	278,199	2,742
Investments	13	101,961	274,531	-	376,492	118,530
Cash at bank and in hand		71,554	-	-	71,554	146,119
<b>Total current assets</b>		<b>174,357</b>	<b>551,888</b>	<b>-</b>	<b>726,245</b>	<b>267,391</b>
<b>Liabilities</b>						
Creditors: Amounts falling due within one year	14	51,870	7,728	-	59,598	117,905
<b>Net current assets</b>		<b>122,487</b>	<b>544,160</b>	<b>-</b>	<b>666,647</b>	<b>149,486</b>
<b>Total assets less current liabilities</b>		<b>402,726</b>	<b>544,160</b>	<b>-</b>	<b>946,886</b>	<b>399,010</b>
<b>Funds of the charity:</b>						
Unrestricted income funds		402,726	-	-	402,726	332,004
Restricted income funds		-	544,160	-	544,160	67,006
Endowment funds		-	-	-	-	-
<b>Total funds</b>	15	<b>402,726</b>	<b>544,160</b>	<b>-</b>	<b>946,886</b>	<b>399,010</b>

Chris Turley .....  
Executive Director of Finance & Corporate Resources

Colin Dennis.....  
Chair of Corporate Trustee

30th January 2025

30th January 2025

**STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2024**

	Note	Total Funds 2023-24 £	Total Funds 2022-23 £
<b>Cash flows from operating activities:</b>			
<b>Net cash provided by (used in) operating activities</b>	<b>16</b>	<b><u>183,397</u></b>	<b><u>(38,904)</u></b>
<b>Cash flows from investing activities:</b>			
Purchase of Investments	9	-	-
Sale of Investments		-	135,000
<b>Net cash provided by (used in) investing activities</b>		<b><u>-</u></b>	<b><u>135,000</u></b>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>183,397</b>	96,096
<b>Cash and cash equivalents at the beginning of the reporting period</b>	<b>17</b>	264,649	168,553
<b>Cash and cash equivalents at the end of the reporting period</b>	<b>17</b>	<b><u>448,046</u></b>	<b><u>264,649</u></b>

## NOTES TO THE ACCOUNTS

### Accounting policies

#### 1.1 Accounting convention

##### Basis of preparation

The financial statements have been prepared under the historic cost convention, with the exception of investments which are included at fair value.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. There are no material uncertainties affecting the current year's accounts.

In future years, the key risks to the Charity are a fall in income from donations or investment income but the trustees have arrangements in place to mitigate those risks (see the reserves sections of the annual report for more information).

#### 1.2 Funds structure

Where there is a legal restriction on the purpose to which a fund may be put, the fund is classified either as:

- A restricted fund or
- An endowment fund.

Restricted funds are those where the donor has provided for the donation to be spent in furtherance of a specified charitable purpose. The Charity's restricted funds usually result from legacies for specified purposes.

Endowment funds arise when the donor has expressly provided that the gift is to be invested and only the income of the fund may be spent. These funds are sub analysed between those where the Trustees have the discretion to spend the capital (expendable endowment) and those where there is no discretion to expend the capital (permanent endowment).

The charity has no permanent endowment funds, and has eight restricted funds. Of the eight, five have arisen from legacies; one during 2015/16, one during 2017/18, one during 2020/21, and two created in 2023/24. The other three are grants from NHS Charities Together.

Those funds which are neither endowment nor restricted income funds, are unrestricted income funds which are sub analysed between designated (ear-marked) funds where the Trustees have set aside amounts to be used for specific purposes or which reflect the non-binding wishes of donors and unrestricted funds which are at the Trustees' discretion, including the general fund which represents the charity's reserves. The major funds held in each of these categories are disclosed in note 15.

## Accounting policies (continued)

### 1.5 Investment fixed assets

Investment fixed assets are shown at market value. The following points should be taken into account when the valuations are being undertaken:-

- (i) Quoted stocks and shares are included in the balance sheet at bid-market price, ex-div;
- (ii) Other investment fixed assets are included at the trustee's best estimate market value.
- (iii) The date and amounts of the valuations;
- (iv) Where historical cost records are available, the carrying amount that would have been included in the financial statements had the investment assets been carried at historical cost less depreciation;
- (v) Whether the person(s) carrying out the valuation is (are) internal or external to the entity;
- (vi) Where the trustee is not aware of any material change in value and therefore the valuation(s) have not been updated, a statement to that effect; and
- (vii) Where the valuation has not been updated, or is not a full valuation, the date of the last full valuation.

## Accounting policies (continued)

### 1.3 Incoming resources

- a) All incoming resources are recognised once the charity has entitlement to the resources, it is probable (more likely than not) that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Where there are terms or conditions attached to incoming resources, particularly grants, then these terms or conditions must be met before the income is recognised as the entitlement condition will not be satisfied until that point. Where terms or conditions have not been met or uncertainty exists as to whether they can be met then the relevant income is not recognised in the year but deferred and shown on the balance sheet as deferred income.

### b) Legacies

Legacies are accounted for as incoming resources either upon receipt or where the receipt of the legacy is probable.

Receipt is probable when:

- Confirmation has been received from the representatives of the estate(s) that probate has been granted
- The executors have established that there are sufficient assets in the estate to pay the legacy and
- All conditions attached to the legacy have been fulfilled or are within the charity's control.

If there is uncertainty as to the amount of the legacy and it cannot be reliably estimated then the legacy is shown as a contingent asset until all of the conditions for income recognition are met.

### c) Intangible income

Intangible income (e.g. the provision of free accommodation) is included in the accounts with an equivalent amount in outgoing resources, if there is a financial cost borne by another party. The value placed on such income is the financial cost of the third party providing the resources.

### 1.4 Resources expended

Expenditure is recognised when and to the extent that a liability is incurred. In accounts prepared on the accruals basis, liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure as described in Financial Reporting Standard 5 and 12. A liability will arise when a charity is under an obligation to make a transfer of value to a third party as a result of past transactions or events

### b) Support Costs

In undertaking any activity there may be support costs incurred that, whilst necessary to deliver an activity, do not themselves produce or constitute the output of the charitable activity. Similarly, costs will be incurred in supporting income generation activities such as fundraising, and supporting governance of the charity.

Support costs do not, in themselves, constitute an activity, instead they enable output-creating activities to be undertaken.

### c) Governance costs

Governance costs comprise all costs incurred in the governance of the charity. These costs include costs related to statutory account preparation and audit together with strategic management costs. Governance costs are apportioned as described in note 6 to the accounts.

## 2. Donations and legacies

	Unrestricted funds	Restricted Income funds	Endowment funds	Total 2023-24	Total 2022-23
	£	£	£	£	£
Donations	19,435	-	-	<b>19,435</b>	14,882
Legacies	11,000	153,886	-	<b>164,886</b>	5,000
	<b>30,435</b>	<b>153,886</b>	<b>-</b>	<b>184,321</b>	<b>19,882</b>

There was a material restricted legacy of £149k received in 2023/24 (none 2022/23).

## 3. Income from charitable activities

	Unrestricted funds	Restricted Income funds	Endowment funds	Total 2023-24	Total 2022-23
	£	£	£	£	£
<b>Activity</b>					
Grants & Contracts Patient Education and Welfare	-	333,889	-	<b>333,889</b>	5,283
Grants & Contracts Staff Education and Welfare	-	93,191	-	<b>93,191</b>	5,283
	<b>-</b>	<b>427,080</b>	<b>-</b>	<b>427,080</b>	<b>10,566</b>

All grants received in the above are from NHS Charities Together

## 4. Investment income

	Unrestricted funds	Restricted Income funds	Endowment funds	Total 2023-24	Total 2022-23
	£	£	£	£	£
Investments in a common deposit/investment fund	10,799	-	-	<b>10,799</b>	4,158
	<b>10,799</b>	<b>-</b>	<b>-</b>	<b>10,799</b>	<b>4,158</b>

## 5. Details of resources expended - charitable activities

	Activities undertaken directly	Support costs	Total 2023-24	Total 2022-23
	£	£	£	£
Patient Education and Welfare	31,675	3,555	<b>35,230</b>	15,865
Staff Education and Welfare	62,764	7,045	<b>69,809</b>	137,158
<b>Total</b>	<b>94,439</b>	<b>10,600</b>	<b>105,039</b>	153,023

## 6. Allocation of support costs

Support and overhead costs are allocated over charitable activities. Governance costs are those support costs which relate to the strategic and day to day management of the charity.

	Charitable activities	Total 2023-24	Total 2022-23
	£	£	£
External auditor's costs	2,000	2,000	6,000
Internal audit	1,330	1,330	1,329
Producing statutory accounts	1,700	1,700	1,636
Strategic management cost	5,570	5,570	22,765
<b>Governance</b>	<b>10,600</b>	<b>10,600</b>	<b>31,730</b>

Of the above a recharge of £10,000 (2022/23 £10,000) was made during the year from the Welsh Ambulance Services NHS Trust to the Charity.

Support costs are significantly less this year compared to 2022-23 as 2022-23 saw the charity incur consultancy and additional audit fees.

	Unrestricted funds	Restricted funds	Total 2023-24	Total 2022-23	Basis of apportionment
	£	£	£	£	
Charitable activities	3,823	6,777	10,600	31,730	Expenditure
	<b>3,823</b>	<b>6,777</b>	<b>10,600</b>	<b>31,730</b>	

## 7. Auditor's remuneration

The auditor's remuneration for 2023-24 is £2,000 (2022-23 £6,000). This decrease is due to an additional under-accrual of £4,000 being entered in the 2022-23 accounts, relating to the 2021-22 accounts.

## 8. Staff Costs

	Total 2023-24 £	Total 2022-23 £
Wages and salaries	21,219	-
Social security costs	1,882	-
Pension costs	3,051	-
	<u>26,152</u>	<u>-</u>

The number of employees during the year was as follows:  
These staff members were only in post from December 2023, following award of NHSCCT grants.

	2023-24	2022-23
Support Staff	5	0
Governance	<u>0</u>	<u>0</u>
	<u>5</u>	<u>0</u>

Employees who undertake work for charitable activities are directly employed by The Welsh Ambulance Services NHS Trust. Their costs are then recharged to the charity.

## 9. Transfer between funds

The transfers of £36,652 from restricted funds to unrestricted represent the contribution from grants towards core overheads incurred by the charity for the delivery of the 2-year grant funded projects.

**10. Analysis of fixed asset investments**

	Total 2023-24 £	Total 2022-23 £
<b>Market value at 1 April 2023</b>	<b>249,524</b>	397,795
Less: Disposal at carrying value	-	(135,000)
Add: Acquisitions at cost	-	-
Net gain / (loss) on revaluation	<b>30,715</b>	<b>(13,271)</b>
<b>Market value at 31 March 2024</b>	<b>280,239</b>	249,524

**11. Analysis of market value**

	Total 2023-24 £	Total 2022-23 £
Investments in a common deposit/investment fund	<b>280,239</b>	249,524
<b>Total market value of fixed asset investments</b>	<b>280,239</b>	249,524

The investment fund above is invested in the COIF Charities Investment Fund and the investment valuation has been performed by CCLA Good Investment.

**12. Analysis of debtors**

	Total 2023-24 £	Total 2022-23 £
<b>Amounts falling due within one year:</b>		
Trade debtors	-	-
Prepayments	750	1,875
Accrued income	190,935	867
Other debtors	-	-
Sub-total	<u>191,685</u>	<u>2,742</u>
<b>Amounts due over one year:</b>		
Trade debtors	-	-
Prepayments	-	-
Accrued income	86,514	-
Other debtors	-	-
Sub-total	<u>86,514</u>	<u>-</u>
<b>Total debtors</b>	<u><b>278,199</b></u>	<u><b>2,742</b></u>

**13. Current asset investments**

The current asset investments of £376,492 (2022-23 - £118,530) are sums held on deposit to facilitate cash flow.

No current asset investments were held in non cash investments or outside the UK during the year.

**14. Analysis of creditors**

	Total 2023-24 £	Total 2022-23 £
<b>Amounts falling due within one year:</b>		
Trade creditors	750	45,266
Other creditors	58,848	72,639
Sub-total	<u>59,598</u>	<u>117,905</u>
<b>Amounts due over one year:</b>		
Loans and overdrafts	-	-
Trade creditors	-	-
Other creditors	-	-
Accruals	-	-
Deferred income	-	-
Sub-total	<u>-</u>	<u>-</u>
<b>Total creditors</b>	<u><b>59,598</b></u>	<u><b>117,905</b></u>

### 15. Analysis of funds - unrestricted, unrestricted designated and restricted funds

	Balance at 1 April 2023	New designation /receipts	Utilised/ released	Gross transfer between funds	Gains and losses	Balance at 31 March 2024
	£	£	£	£	£	£
<b>Unrestricted Funds</b>						
General Funds	176,873	33,888	(28,266)	(46,000)	-	136,495
Designated Funds & Reserves	155,131	7,346	(9,613)	82,652	30,715	266,231
	<b>332,004</b>	<b>41,234</b>	<b>(37,879)</b>	<b>36,652</b>	<b>30,715</b>	<b>402,726</b>
<b>Restricted Funds</b>						
NHSCT Development	-	23,790	(531)	-	-	23,259
NHSCT Stage 3 Grant	-	88,000	(36,323)	(7,994)	-	43,683
NHSCT Ambulance Grant	-	315,290	(30,306)	(28,658)	-	256,326
Heart Attack Victims	13,336	-	-	-	-	13,336
Holyhead Patient Benefit	-	5,000	-	-	-	5,000
Colwyn Bay Station	-	148,886	-	-	-	148,886
EMS Ambulance	137	-	-	-	-	137
Ambulance Equipment Fund	53,533	-	-	-	-	53,533
	<b>67,006</b>	<b>580,966</b>	<b>(67,160)</b>	<b>(36,652)</b>	<b>-</b>	<b>544,160</b>
<b>Total Funds</b>	<b>399,010</b>	<b>622,200</b>	<b>(105,039)</b>	<b>-</b>	<b>30,715</b>	<b>946,886</b>

### 16. Reconciliation of net income / expenditure to net cash flow from operating activities

	Total 2023-24 £	Total 2022-23 £
<b>Net income / (expenditure) (per Statement of Financial Activities)</b>	<b>547,876</b>	<b>(131,688)</b>
<b>Adjustment for:</b>		
(Gains) / losses on investments	(30,715)	13,271
(Increase) / decrease in debtors	(275,457)	-
Increase / (decrease) in creditors	(58,307)	-
<b>Net cash provided by (used in) operating activities</b>	<b>183,397</b>	<b>(118,418)</b>

### 17. Analysis of cash and cash equivalents

	Total 2023-24 £	Total 2022-23 £
Cash at bank and in hand	71,554	146,119
Notice deposits (less than 3 months)	376,492	118,530
	<b>448,046</b>	<b>264,649</b>

## 18. Pooling scheme

An official pooling scheme is operated for investments relating to the following schemes:

COIF Charities Deposit Fund

The scheme was registered with the Charity Commission on 28th March 2000.

## 19. Related party transactions

During the year neither the trustee or members of the key management staff or parties related to them has undertaken any material transactions with the Welsh Ambulance Services NHS Trust Funds Held on Trust.

Board Members (and other senior staff) take decisions both on Charity and Exchequer matters but endeavour to keep the interests of each discrete and do not seek to benefit personally from such decisions. Declarations of personal interest have been made in both capacities and are available to be inspected by the public.

A recharge of governance costs of £10,000 (2022/23 £10,000) was made during the year from the Welsh Ambulance Services NHS Trust to the charity.

The Summary Financial statements of the Welsh Ambulance Services NHS Trust are included in the annual report and accounts.

## 20. Post balance sheet events

The accounting statements are required to reflect conditions applying at the end of the financial year. No adjustments have therefore been made in respect of changes to the market value of investments following the end of the accounting period.

The Charity receives a quarterly portfolio report from its investment managers and the investments held by the Charity have increased by £1,603 to the end of September 2024, as detailed below:

	31 March 2024 £	Purchase / (Sale) of Units £	30 September 2024 £	Movement 0	Movement %
Investments	<u>280,239</u>	<u>0</u>	<u>281,842</u>	<u>1,603</u>	<u>0.57%</u>

In addition to receiving the half-yearly portfolio report, the Charity also reviews the market value of the investments on a weekly basis to ensure the impact of any market movements are kept to a minimum.

## 21. Trustees' remuneration, benefits and expenses

The charity does not make any payments for remuneration nor to reimburse expenses to the charity trustees for their work undertaken as trustee.

## STATEMENT OF TRUSTEE'S RESPONSIBILITIES

The trustee is responsible for preparing the Trustee's Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustee is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements ;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustee is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustee is responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### By order of the trustee

Signed:

**Colin Dennis .....**  
**Chair of Corporate Trustee**

**30th January 2025**

**Chris Turley .....**  
**Executive Director of Finance and Corporate Resources**

**30th January 2025**

## **Report of the independent examiner to the trustee of the Welsh Ambulance Services NHS Trust Charity**

I report on the accounts of Welsh Ambulance Services NHS Trust Charity for the year ended 31 March 2024 which are set out on pages 1 to 14.

### **Responsibilities and basis of report**

As the charity's trustee, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act). You are satisfied that the accounts are not required to be audited by charity law and have chosen instead to have an independent examination.

I report in respect of my examination of your charity's accounts as carried out under section 150(3) of the Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Adrian Crompton  
Auditor General for Wales  
30 January 2025

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Welsh Ambulance Services NHS Trust  
Ty Elwy (Unit 7)  
Ffordd Richard Davies  
St. Asaph Business Park  
St. Asaph  
LL17 0LJ

**Reference:** WAST/FHOT/2023-24

**Date issued:** December 2024

## Welsh Ambulance Service NHS Trust Charity (the Charity) – Independent Examination of 2023-24 Accounts

### Requirement for audit or independent examination of accounts

Charity Commission guidance states that for charities with gross income over £250,000 but with an aggregate value of assets not exceeding £3.26m, trustees can opt for an independent examination of their accounts rather than a full audit if governing documents do not specifically require otherwise. With gross income for the year of £622,200 but an aggregate value of assets of £1.01m and with no other requirements for an audit set out in the Charity's governing documents, the trustees requested an independent examination of the Charity's 2023-24 accounts.

Section 150 of the Charities Act 2011 confirms that Welsh NHS Charity accounts must be audited or independently examined by the Auditor General for Wales. Consequently, we have carried out an independent examination of the Charity's 2023-24 accounts and summarise the principal findings of our work below.

An independent examination only seeks to confirm that we are not aware of:

- accounting records not being kept as required;
- the accounts not according with those records;
- the accounts not being in the appropriate form and content;

- the accounts not being prepared in line with the Charities Statement of Recommended Practice (the Charity SORP).

### **Outcome of independent examination**

We have completed our independent examination of the Charity's 2023-24 accounts, following Directions issued for this purpose by the Charity Commission.

We have not identified any issues during this examination. Our work identified no required amendments to the draft accounts previously presented to the Charitable Funds Committee in November 2024

### **Certification of the Charity's 2023-24 accounts**

With the above work now complete, we propose that the Auditor General for Wales will certify the 2023-24 Charity accounts on 30 January 2025 with an unamended and unqualified independent examination opinion. He will therefore confirm that there is no cause to believe that:

- accounting records were not kept as required by section 130 of the Charities Act;
- the accounts do not accord with those records;
- the accounts do not comply with the applicable requirements concerning the form and content set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination;
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

### **Conclusion**

We would like to thank all staff within the Welsh Ambulance Services NHS Trust who assisted with our independent examination of the Charity this year.

Yours faithfully,

**Gareth Lucey**

**Engagement Lead**

Name	Position	Declaration	Interest Type	Date Interest Started	Date Interest Ended	Left Trust
BEAUMONT-WOOD, Rhiannon	Non-Executive Director * Member of the Remuneration Committee * Member of the the Audit, Risk and Assurance Committee * Member of the Quality, Patient Experience and Safety Committee	Dorset Integrated Care Board (NHS Dorset), Non-Executive Director	Financial Interest	May 2023		
		Nursing and Midwifery Council (NMC), Designated Council Member for Wales	Financial Interest	June 2024		
		RBW Executive and Professional Coaching Ltd, Company Director (Company No 14938585) and Shareholder	Financial Interest	June 2023		
		Currently on coaching framework with Health Education and Improvement Wales	Financial Interest	June 2024		
		Registered Nurse (NMC)	Non-Financial Professional	January 1995		
		Registered Specialist Community Public Health Nurse	Non-Financial Professional	September 1996		
		Member of the Royal College of Nursing	Non-Financial Professional	2007		
		Employment for interim assignments via Public Sector Resourcing (an agency) regarding the review of major UK government programmes (remunerated net of tax via an Umbrella Company - Danbro Employment Umbrella Ltd)	Financial Interest	01 October 2023		
BEESLEE, Jayne	Non-Executive Director * Chair of the Finance and Performance Committee * Member of the Remuneration Committee * Member of the Academic Partnership Committee	Member Representative on the UK Civil Service Pension Board	Non-Financial Personal	01 October 2019		
		Governor on the Finance & General Purposes Committee of Cardiff and Vale Further Education College	Non-Financial Personal	01 February 2024		
		Fellow Chartered Institute of Personnel & Development	Non-Financial Personal	01 April 2006		
		Partner employed by Welsh Ambulance Services NHS Trust	Any Other Interest	July 2019		
BROOKS, Lee	Executive Director of Operations	Member of the Order of St John	Any Other Interest	01 March 2023		
		Volunteer - St John's Ambulance Cymru	Any Other Interest	06 April 2023		
		Council Member - St John's Ambulance Cymru Gwent Council	Any Other Interest	06 April 2023		
		Trustee of Action for Children [1097940]	Position in Charity or Voluntary Organisation	01 February 2021		
		Company Director - Action for Children [04764232]	Directorships	01 February 2021		
		Company Director - Action for Children (Wales) Ltd [10011497]	Directorships	05 April 2022		
		Trustee of National Youth Arts Wales [1170643]	Position in Charity or Voluntary Organisation	06 May 2021		
		Company Director - National Youth Arts Wales [10449512]	Directorships	06 May 2021		
CURRAN, Peter	Non-Executive Director * Chair of the Audit, Risk and Assurance Committee * Chair of the Charity Committee * Member of the Finance and Performance Committee * Member of the Remuneration Committee	Non-Executive Director for Taff Housing	Position in Charity or Voluntary Organisation	01 May 2022		
		Company Director - Team Police Ltd [12518812]	Directorships	01 January 2022	31 October 2024	
		Independent Board Member of the Project Board - National Contemporary Art Gallery for Wales	Any Other Interest	01 January 2024		
		Interim Finance Director for Torfaen Leisure Trust	Directorships	01 September 2023	29 February 2024	
		Interim Independent Member - Kaplan International Colleges UK Ltd [05268303]	Directorships	01 March 2024		
		Independent Member - Kaplan Open Learning (inc member of the Audit & Risk Committee)	Directorships	21 March 2024		
		Chair - Citizen Housing [Charity] (previously WM Housing Group)	Position in Charity or Voluntary Organisation	01 January 2015		
		Company Director - Citizen Treasury PLC (previously WM Housing Treasury Ltd)	Directorships	29 August 2017		
		Company Director - Citizen Treasury Vehicle Ltd	Directorships	04 September 2017		
		Chair - North Devon Homes	Position in Charity or Voluntary Organisation	01 October 2021		
		Company Director - North Devon Homes	Directorships	01 April 2022		
		Chair - Green Square Accord (Housing Association)	Position in Charity or Voluntary Organisation	26 March 2024		
EVANS, Bethan	Non-Executive Director * Chair of Quality, Patient Experience & Safety Committee * Member of Finance & Performance Committee * Member of People & Culture Committee * Member of Remuneration Committee	Company Director - Low Carbon Living Homes Ltd [04207671]	Directorships	26 March 2024		
		Company Director - Green Square Estates Ltd [8719365]	Directorships	26 March 2024		
		Managing Director (Employed) at My Choice Healthcare Limited.	Any Other Interest	01 June 2019		
		Non-Executive Board Member at RHA (Social Housing Organisation - Community Benefit Society)	Position in Charity or Voluntary Organisation	01 November 2019		
		Company Director - My Choice Healthcare South Wales Limited	Directorships	11 March 2020		
		Company Director - Moorlands Rehabilitation (Staffordshire) Limited.	Directorships	20 December 2019		
		Company Director - Springfield (Barsoed) Limited.	Directorships	12 March 2020		
		Company Director - Homes of Excellence Limited	Directorships	19 March 2021		
		Company Director - Victoria House Care Property Limited	Directorships	05 March 2020		
		Company Director - My Choice Healthcare (Four) Limited	Directorships	27 April 2022		
		Company Director - Luk Ros Property Limited	Directorships	12 March 2020		
		[Previously called Homes of Excellence Healthcare Limited, Company name changed 12.08.2022 - #12513139]	Directorships	12 March 2020		
		Company Director - Hawthorn Court Property Limited	Directorships	27 April 2022		
		[Previously called My Choice Healthcare (Three) Limited, Company name changed 12.08.2022 - #13371375]	Directorships	27 April 2022		
		Company Director - Ocean Living Property Limited	Directorships	22 July 2022		
		Company Director - Hawthorn Court Care Limited	Directorships	22 July 2022		
		Company Director - Glyncomrd Property Limited	Directorships	01 July 2022		
		Company Director - My Choice Healthcare (Two) Limited	Directorships	01 July 2022		
Company Director - Carmarthen Care Limited	Directorships	02 January 2024				
Company Director - Towy Castle Property Limited	Directorships	01 September 2023				
HUTCHINGS, Hayley	Non-Executive Director * Member of the Remuneration Committee * Member of the Academic Partnership Committee * Member of the People and Culture Committee	Employed at Swansea University, Professor of Health Services Research	Financial Interest	17 June 1995		
HITCHON, Estelle	Director of Partnerships and Engagement	Member of Academi Wales Expert Panel	Position in Charity or Voluntary Organisation	15 July 2024		

Name	Position	Declaration	Interest Type	Date Interest Started	Date Interest Ended	Left Trust
JACKSON, Ceri	<b>Non-Executive Director &amp; Vice Chair of the Trust Board</b> * Chair of the People and Culture Committee * Member of the Charity Committee * Member of Audit Committee * Member of Quality, Patient Experience & Safety Committee * Member of Remuneration Committee	Management Consultant primarily working in third sector	Interest in Companies and Securities	01 May 2019		
		Associate Director of SamKat Consulting Ltd in my capacity as self-employed management consultant	Directorships	01 June 2021		
		Charity Trustee – Stroke Association Trustee, Chair Wales Advisory Group.	Position in Charity or Voluntary Organisation	08 October 2020		
		Charitable Company – Stroke Association – Company Director	Directorships	08 October 2020		
KILLENS, Jason	<b>Chief Executive</b>	Honorary Professor – Swansea University	Personal or Departmental Sponsorship	2019		
		Chairperson – Association of Ambulance Chief Executives (AACE)	Non-Financial Professional	September 2024		
		Company Director of the Association of Ambulance Chief Executives (AACE), Co No. (07761209)	Directorships	September 2024		
		Officer of the Order of St John	Any Other Interest	January 2024		
		Member of the Order of St John	Any Other Interest	2009	2024	
KNEESHAW, Carl	<b>Director of People</b>	Chartered Fellow of Chartered Institute of Personnel and Development	Personal or Departmental Sponsorship	April 2020		
		Fellow of Institute of Leadership	Personal or Departmental Sponsorship	October 2020		
		Safeguarding Lead for local outreach charity, Brunstad Christian Church – Huntworth, Bridgwater, Somerset	Position in Charity or Voluntary Organisation	September 2018		
		NI Declaration				
LEWIS, Angela	<b>Director of Culture Change</b>	NI Declaration				
MARSH, Rachel	<b>Executive Director of Strategy, Planning and Performance</b>	NI Declaration				
MILLS, Patricia (Trish)	<b>Director of Corporate Governance/ Board Secretary</b>	NI Declaration				
PARRY, Hugh	<b>Trade Union Partner</b>	NI Declaration				
ROWAN, Hannah	<b>Non-Executive Director</b> * Chair of Academic Partnership Committee * Member of Charity Committee * Member of People & Culture Committee * Member of Remuneration Committee	Director, St Martin's Associates (Business consulting and coaching)	Directorships	04 April 2022		
		Non-Executive Director Qualifications Wales (regulator for all non degree qualifications in Wales)	Any Other Interest	01 April 2021		
		Trustee MAE Cymru (Christian charity which champions gender equality in church of Wales)	Position in Charity or Voluntary Organisation	13 November 2021	November 2023	
		Elected member, The governing body of the church in Wales (Parliament of church in Wales - voting member)	Any Other Interest	01 April 2021		
		Relative (Parent) is a Non-Executive Director for Social Care Wales	Any Other Interest	01 April 2017		
SAMMUT, Jonathan (Jonny)	<b>Director of Digital Services [appointed 26.09.2023]</b>	Fellow of the British Computer Society – FBCS	Any Other Interest	04 March 2024		
		Panel Member of the UK CIO Advisory Panel – Digital Health	Any Other Interest	05 July 2023		
		Federation of Informatics Professionals – Leading Practitioner	Any Other Interest	25 April 2024		
		Strategic Advisor to College of Paramedics	Any Other Interest	01 January 2020		
SWINBURN, Andrew (Andy)	<b>Executive Director of Paramedicine</b>	Treasurer of Royal Gwent Hospital League of Friends.	Position in Charity or Voluntary Organisation	01 February 2022	05 November 2024	
		NI Declaration				
TURLEY, Christopher	<b>Executive Director of Finance and Corporate Resources</b>	NI Declaration				
TURNER, Damon	<b>Trade Union Partner</b>	NI Declaration				
WILLIAMS, Liam	<b>Executive Director of Quality and Nursing [from 01 August 2022]</b>	Chair/Director – Thornbury Carnival Community Interest Company Voluntary	Position in Charity or Voluntary Organisation	01 August 2019		
		Member Royal College Nursing	Any Other Interest	01 August 2022		
		Committee member Royal College Nursing, Nurses in Management and Leadership Forum Steering Committee	Position in Charity or Voluntary Organisation	01 August 2022		



GIG  
CYMRU  
NHS  
WALES

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

**MINUTES OF THE OPEN SESSION OF THE CORPORATE TRUSTEE  
OF THE WELSH AMBULANCE SERVICES UNIVERSITY NHS TRUST CHARITY  
HELD ON 29 NOVEMBER 2024 IN CARDIFF AMBULANCE STATION AND VIA TEAMS**

**Meeting started at 14:20**

**MEMBERS PRESENT:**

Colin Dennis	Chair of Corporate Trustee
Jason Killens	Chief Executive
Rhiannon Beaumont-Wood	Non-Executive Director
Jayne Beeslee	Non-Executive Director
Lee Brooks	Executive Director of Operations
Peter Curran	Non-Executive Director
Bethan Evans	Non-Executive Director
Professor Hayley Hutchings	Non-Executive Director
Ceri Jackson	Non-Executive Director and Interim Vice Chair
Rachel Marsh	Executive Director of Strategy, Planning & Performance
Hannah Rowan	Non-Executive Director
Chris Turley	Executive Director of Finance & Corporate Resources
Andy Swinburn	Executive Director of Paramedicine

**IN ATTENDANCE:**

Wendy Herbert	Assistant Director of Quality and Nursing
Estelle Hitchon	Director of Partnerships and Engagement
David Hopkins	Head of Charity
Carl Kneeshaw	Director of People
Angela Lewis	Director of Culture Change
Trish Mills	Director of Corporate Governance/Board Secretary
Steve Owen	Corporate Governance Officer (Via Teams)
Hugh Parry	Trade Union Partner
Alex Payne	Corporate Governance Manager
Leanne Smith	Assistant Director of Digital Services: Data & Analytics
Damon Turner	Trade Union Partner

**APOLOGIES:**

Jonny Sammut	Director of Digital
Liam Williams	Executive Director of Quality & Nursing

### **13/24 Welcome, Apologies and Minutes**

- 13.01 Apologies were recorded for Jonny Sammut and Liam Williams.
- 13.02 The minutes of the meeting held on 30 May 2024 were agreed and confirmed as a correct record.

**RESOLVED: The minutes of the meeting held on 30 May 2024 were presented and agreed as a formal record.**

### **14/24 Declarations of Interest**

- 14.01 There were no declarations of interest above those already recorded in the Trust's Register of Interests for the members of the Trust Board for the Welsh Ambulance Services NHS Trust.

### **15/24 APPROVAL OF CHARITY VISUAL IDENTITY**

- 15.01 David Hopkins was introduced to the meeting by Estelle Hitchon, and it was noted that he has been with the charity for about seven weeks. His primary task has been to relaunch the charity, starting with the creation of a new visual identity.
- 15.02 David worked with graphic designers Savage and Grey, who were previously involved in other projects with the Trust. The process began with a fact-finding session involving a subgroup of the Charity Committee to define the charity's ambitions and identity.
- 15.03 The design team presented a long list of options, which were reviewed and sense-checked by the same subgroup. This process included discussions about preferences and resulted in a shortlist of options.
- 15.04 The recommended visual identity, referred to as the "hoops concept" or "flower," was chosen for its distinct yet related identity to the Trust. Practical applications of the identity, such as letterheads and banners, were also considered.
- 15.05 The Corporate Trustee agreed to adopt the proposed Charity visual identity.

**RESOLVED: The Corporate Trustee approved the Charity Committee's recommendation that the Hoops Concept (Appendix 1: pages 2-6) should be adopted as the new visual identity for the Charity.**

## **16/24 CHARITY COMMITTEE AAA – 8 OCTOBER 2024**

16.01 Ceri Jackson presented the Chairty Committee meeting AAA report from the 8 October meeting as read.

**RESOLVED: The update was noted.**

## **17/24 CHARITY COMMITTEE MINUTES – 22 AUGUST 2024**

17.01 The Minutes of the Charity Committee from 22 August 2024 were received.

**RESOLVED: The Minutes of the Charity Committee dated 22 August 2024 were received.**

## **18/24 DATE AND TIME OF THE NEXT MEETING**

18.1 The date of the next meeting is 30 January 2025.

Meeting closed at: 14:25

**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



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	Attended	Attended	Attended	Attended
Peter Curran	No longer member/not member	No longer member/not member	No longer member/not member	Apologies received
Bethan Evans	Attended	Attended	Attended	No longer member/not member
Hannah Rowan	Apologies received	Attended	Attended	Attended
Estelle Hitchon	Attended	Attended	Attended	Attended
Chris Turley	Attended	Attended	Attended	Attended
Lee Brooks	Attended	Attended	Apologies received	Attended
Andy Swinburn	Attended	Attended	Attended	Attended
Liz Rogers	Attended	Apologies received	Attended	Attended
Trish Mills	Attended	Attended	Deputy attended (Julie Boalch)	Attended
Hugh Parry	Attended	Attended	Attended	Attended
Damon Turner	Attended	Attended	Attended	Attended
Marcus Viggers	Attended	Attended	Attended	Attended
Julie Boalch	Apologies received	Attended	Attended	Apologies received
Jo Kelso	Attended	Apologies received	Attended	Attended

Attended
Deputy attended
Apologies received
No longer member/not member



**GIG**  
CYMRU  
**NHS**  
WALES

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

## **MINUTES OF THE MEETING OF THE CHARITY COMMITTEE HELD ON 8 OCTOBER 2024 AT BEACON HOUSE AND VIA TEAMS**

### **MEMBERS:**

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

### **IN ATTENDANCE:**

Rusna Begum	Graduate Management Trainee
Julie Boalch	Assistant Director of Corporate Governance & Risk
Estelle Hitchon	Director of Partnerships and Engagement
David Hopkins	Head of Charity
Caroline Jones	Corporate Governance Officer
Jo Kelso	Head of Workforce Education and Development
Hugh Parry	Trade Union Partner
Alex Payne	Corporate Governance Manager
Jess Price	Deputy Head of Financial Accounting
Liz Rogers	Deputy Director of People and Culture Directorate
Andy Swinburn	Executive Director of Paramedicine
Lisa Trounce	Business Manager - Corporate Governance
Chris Turley	Executive Director of Finance and Corporate Resources
Damon Turner	Trade Union Partner
Marcus Viggers	Trade Union Partner

### **APOLOGIES:**

Lee Brooks	Executive Director of Operations
Trish Mills	Director of Corporate Governance/Board Secretary

#### **49/24 WELCOME AND APOLOGIES**

Bethan Evans, welcomed everyone to the meeting bilingually and noted apologies from Lee Brooks and Trish Mills. She explained the Chair had been unexpectedly held up but would arrive shortly.

#### **50/24 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.**

#### **51/24 MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting held on 22 August 2024 were approved as a correct record subject to the amendment of Hannah Rowan being listed as a Member and not "in attendance".

**RESOLVED: That the minutes of the meeting held on the 22 August 2024 were approved as a correct record subject to the placement of Hannah Rowan in the Member section.**

#### **52/24 ACTION LOG**

The action log was considered, with a verbal update from Estelle Hitchon on action 24a/24, who spoke of her conversation with Jonathan Webb (Legal & Risk lawyer). A form of words, currently with Jonathan Webb, had been developed for use on forms to ensure liability remained with the requestor. The Bids Panel were sighted, and this featured on their own action log. It was agreed that this action would remain open until confirmation was received that the wording was appropriate. Estelle agreed to draft a note to confirm once the assurance had been received.

It was agreed to close Action 42/24 as David Hopkins, the newly appointed Head of Charity will be attending the Chief Executive Roadshows across Wales w/c 14 October 2024 to engage with colleagues.

It was agreed to close Action 39/24 the Bids Panel were developing an evaluation feedback form, as requested by the Committee. The Committee Highlight Report from the Committee in August 2024 was considered with no comments or questions raised.

**RESOLVED: That**

- 1) the action log was reviewed and updated set out above; and**
- 2) the highlight report was noted.**

*(Ceri Jackson took over to Chair the meeting from this point)*

**53/24 HEAD OF CHARITY INTRODUCTION – DAVID HOPKINS**

Estelle Hitchon invited David Hopkins, Head of Charity to introduce himself to the Members of the Committee. David Hopkins expressed gratitude for the warm welcome he had received and the excitement of the new role highlighting the potential for the Charity to make a significant impact. He shared his background in the public sector and third sector, marketing with the BBC and fundraising for small charities in Wales and hoped to bring his experience to this position.

His initial priorities included defining the charity's purpose, using the Theory of Change model to inform the approach to deliver the strategy's purpose, contributing to the delivery of the NHS and addressing the visual identity and governance issues. He was keen to get started and make a difference. It was noted that the Fundraising Manager role will be developed by the Head of Charity over the autumn, with the aim of recruiting as soon as practicable.

Ceri Jackson extended her support on behalf of the Committee, and noted that whilst there would be challenges, there was also a strong ambition for the Charity and commitment from the Corporate Trustee to support its development

Bethan Evans was curious of David's approach regarding engagement with colleagues at the CEO Roadshows and asked for further detail. David explained his goal was to meet people to gauge their current awareness of the Charity, and aimed to gather ideas on how the Charity could grow and progress.

Andy Swinburn asked that David consider how the Charity could develop in terms of the fundraising opportunities and indicated that the Charity could achieve significantly more with the right approach. David Hopkins responded by saying that establishing the charitable purpose from the outset would be crucial before commencing fundraising efforts. He has engaged with Heads of Charities within ambulance trusts in England, and also Welsh NHS charities, to better understand the dual role of being both a registered charity which exists as a separate entity which is also an NHS Charity, and how they interconnect.

Hannah Rowan stated it was important to acknowledge that much of the funding had come from people's gratitude for care received from local teams. There was a need to balance appreciation for staff with furthering the work of the Charity.

David Hopkins noted there were multiple tasks that would need to be addressed simultaneously. It was crucial to ensure strong case support and transparency about fund allocation. Both patients and staff needed to be sighted on where money was spent, with visible spending across all regions of Wales.

**RESOLVED: That the Committee welcomed David Hopkins, Head of Charity and looked forward to supporting his work to grow the Charity.**

## **54/24 CHARITY PERFORMANCE REPORT**

Estelle Hitchon presented the second iteration of the Charity Performance Report, with work ongoing to enhance the reports in future. It was noted that many Members would be participating in a workshop on visual identity funded by a development grant after today's meeting.

The Stage 3 Recovery Grant had been partially spent on the "Mind Over Mountains" initiative which while it provided benefits to staff, did not attract large numbers and the broader appeal would be reviewed as part of the continuous assessment of the effectiveness of our initiatives.

The Ambulance Grant was funding trainers for Community Welfare Responders (CWRs). Compliance with our bid commitments needed to be reviewed as the current CWR numbers were lower than expected. This would be discussed at an Executive Leadership Team meeting.

It was noted that additional NHS Charities Grants were available to utilise, and initial conversations had begun on how best to use the funds. The "Save a Life" initiative for community resilience and CPR training were being explored.

Key risks and mitigations around the potential litigation and CWR compliance were noted with Estelle Hitchon confirming that these risks should be managed proactively.

Chris Turley raised the need for some clarification, particularly around the dates associated with the £315k grant as there appeared to be some inconsistency, which would need to be addressed for the audit of the accounts. It was agreed that Estelle Hitchon would verify the milestone dates associated with this grant and feed back to the Committee. Members agreed that plans to ensure compliance required continuous monitoring and adjustment to allow effective use of the funds.

Estelle confirmed that this was the largest grant the Charity had received, and it was crucial to manage it well to ensure future opportunities. The need to be transparent with the funder, discussing lessons learned and any risks would need to be done early on to help maintain a strong relationship with NHS Charities Together.

Hannah Rowan suggested it would be beneficial to include the conditions of our funding within the regular Charity Performance Report to allow the Committee to clearly track progress against these conditions. Ceri Jackson noted this request and acknowledged the importance of being sighted on such detail but considered it more appropriate to allow Estelle Hitchon and David Hopkins time to consider the presentation of the report more generally. She suggested that reporting by exception regarding any issues or risks, as required could be more appropriate in the short-term.

Given that, the Committee agreed that Estelle Hitchon and David Hopkins would consider how best to present the future Charity Performance Reports – ensuring that in the immediate there continued to be a focus on the key issues and risks with associated mitigations – as opposed to the inclusion of all grant condition information. Over time the report contents can be considered and potentially expanded, as required.

The Chair, Ceri Jackson, concluded by stating how encouraged she was to see the impact of the grant monies and the wider Chariry's activities; particularly the use of the Ambulance Grant monies to support the volunteering function of the Trust.

**RESOLVED: That the Committee noted the key risks in the report and the mitigations in place to minimise any risks identified.**

## **55/24 CHARITY FINANCE UPDATE**

The report provided a summary of the fund balances held as of 30 September 2024. The total of £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) were held at a market value of £281,800 which was a gain of £1.6k from the last reporting period. There were no issues requiring escalation to the Corporate Trustee.

The 2023-2024 accounts will undergo independent examination by Audit Wales, with discussions held with Audit Wales to ensure timelines are met. The accounts include some level of complexities not previously seen due to some of the grant income now being received, particularly the £315,000 NHSCT grant, which spans multiple financial years. How to recognise the grant in the Charity accounts was

being finalised, whether that be full in in the year granted or spread over the relevant periods.

Discussions with Audit Wales confirmed that our approach will be backed by our interpretation of the guidance. Regardless of the method chosen, it would not affect net carried forward balances or the income thresholds or audit requirements. The draft accounts were expected to be finalised by the end of November for independent examination in December, with final presentation to the Corporate Trustee for approval in January 2025.

This update highlighted the importance of clear and accurate financial reporting, especially with significant grants, to ensure compliance and transparency.

Ceri Jackson added that as the Charity matured, consideration would need to be given to cash flow management more carefully. Currently, with the investment portfolio and the timing of grant receipts, cash flow issues were minimal. However, as the Charity grows and aims to deliver more, this may require additional reporting on cashflow. The investment policy and access to funds may need to be reconsidered and refreshed.

**RESOLVED: That the contents of the Finance Update Report were noted.**

#### **56/24 BIDS PANEL UPDATE**

Julie Boalch provided a verbal update following the meeting that had taken place on 7 October 2024 . The Chair of the Charity Committee, Ceri Jackson was welcomed as an observer to the meeting. Key points from the meeting included:

- Actions from the Bids Panel were discussed, including updates to the bids application form to include liability wording from Jonathan Webb and the template to capture a short description of the lived experiences and stories, which would be extended to other committees to use.
- Feedback from the last Charity Committee was well received, demonstrating the positive information flow between the Committee and the Bids Panel.
- Two bids were approved: one for a Community First Responder (CFR) training defibrillator from CFR funds, and another for Remembrance Day wreaths, with a provision to increase the bid amount should additional stations request wreaths.
- The Barmouth restricted funds issue remained on the agenda until resolved, with actions taken to address this before the end of the financial year. Proposals had been put forward to Barmouth Station, and an open session would be held to gather feedback, which would be reported to the Executive Leadership Team in due course.

**RESOLVED: That the Bids Panel update was noted.**

## **57/24 COMMITTEE CYCLE OF BUSINESS MONITORING REPORT AND PRIORITIES**

Julie Boalch confirmed there were no issues for escalation at this time. She noted that one of the priorities was the appointment of the Head of Charity and for the Committee to monitor progress against delivery of the Charity's strategic objectives.

Ceri Jackson enquired about the timing of the training for the Corporate Trustee by way of a Development Session, that appeared to have been moved into 2025/26. Julie Boalch agreed to confirm the arrangements with Ceri outside the meeting.

**RESOLVED: That the Committee Cycle of Business Monitoring Report and Priorities Update was received.**

## **58/24 KEY MESSAGES FOR THE CORPORATE TRUSTEE AND AGREED ACTIONS**

The Committee will report to the Trust Board through the formal route of an Alert, Advise and Assure Report, to provide assurance to the Trust Board that the Committee has discharged its duties in line with its Terms of Reference.

## **59/24 REFLECTIONS**

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.

## **60/24 ANY OTHER BUSINESS**

None discussed.

## **61/24 DATE OF NEXT MEETING**

The next meeting of the Committee is scheduled for 14 January 2025.