

## Bundle Corporate Trustee 27 November 2025

### Agenda attachments

- ITEM 00 Corporate Trustee Agenda 27 November 2025
- 0 14:35 – OPENING ITEMS
- 1 Chair's Welcome, Apologies and Quorum
- 2 Declarations of Interest
  - ITEM 02 Board Member Register of Interests – 18 November 2025
- 3 Minutes of the Last Meeting: 31 July 2025
  - ITEM 03 2025-07-31 Corporate Trustee – Draft Minutes
- 4 Action Log and Matters Arising
  - There are no open actions.*
- 4.1 FOR APPROVAL, ASSURANCE AND DISCUSSION
- 5 14:37 – Charity Commission – Register of Charities Changes
  - ITEM 05 Charity Commission Register of Charities\_271125
- 6 14:42 – 2 October 2025 – Charity Committee AAA
  - ITEM 06 Charity Committee Highlight Report 02 October 2025
- 6.1 CONSENT ITEMS
- 7 3 July 2025 Charity Committee Minutes
  - ITEM 07 2025-07-03 Charity Committee Minutes
- 7.1 14:47 – CLOSING ITEMS
- 8 Reflections and Summary of Decisions/Actions
- 9 Any Other Business
- 10 Date & Time of the Next Meeting: 29 January 2026

Length of Meeting:		Agenda Status:		<b>CORPORATE TRUSTEE MEETING - 27 November 2025</b>				Deadline: 18 November 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>									
14:35	00:02	1	Chair's Welcome, Apologies and Quorum	Information	Standing	Verbal	n/a	Chair	n/a
		2	Declarations of Interest	To State Conflicts	Standing	Verbal	n/a	Chair	n/a
		3	Minutes of the Last Meeting: 31 July 2025	Approval	Standing	Paper	n/a	Chair	n/a
		4	Action Log and Matters Arising: <i>There are no open actions</i>	Information	Standing	Paper	n/a	Chair	n/a
<b>FOR APPROVAL, ASSURANCE AND DISCUSSION</b>									
14:37	00:05	5	Charity Commission - Register of Charities Changes	Approval	Ad Hoc	Paper	Partnerships	Estelle Hitchon	David Hopkins
14:42	00:05	6	2 October 2025 - Charity Committee AAA	Assurance	Standing	Paper	CorGov	Peter Curran	Steve Owen
<b>CONSENT ITEMS</b>									
The items that follow are for information only. Should a member wish to									
14:47	00:00	7	3 July 2025 Charity Committee Minutes	Information	Standing	Paper	CorGov	Peter Curran	Steve Owen
<b>CLOSING ITEMS</b>									
14:47	00:03	8	Reflections and Summary of Decisions/Actions	Discussion	Standing	Verbal	n/a	Chair	n/a
		9	Any Other Business	Discussion	Standing	Verbal	n/a	Chair	n/a
<b>14:50</b>	<b>00:15</b>	10	Date & Time of the Next Meeting: 29 January 2026	Information	Standing	Verbal	n/a	Chair	n/a

Name	Position
Colin Dennis	Chair of the Trust Board
Peter Curran	Non-Executive Director and Chair of the Charity Committee
Estelle Hitchon	Director of Partnerships and Engagement

Name	Position	Declaration	Interest Type	Date Interest Started	Date Interest Ended	Left Trust
BEAUMONT-WOOD, Rhiannon	<b>Non-Executive Director</b> * 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 1985		
		Registered Specialist Community Public Health Nurse	Non-Financial Professional	September 1996		
BEESLEE, Jayne	<b>Non-Executive Director</b> * Chair of the Finance and Performance Committee * Member of the Remuneration Committee * Member of the Academic Partnership Committee	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		
		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		
BROOKS, Lee	<b>Executive Director of Operations</b>	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		
		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		
CURRAN, Peter	<b>Non-Executive Director</b> * 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	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	17 July 2025	
		Chair - Taff Housing Association	Any Other Interest	17 July 2025		
		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	30 September 2025	
		Interim Finance Director for Torfaen Leisure Trust	Directorships	01 September 2023	29 February 2024	
		Member of Governing Body / Independent Member – Kaplan International Colleges UK Ltd I05268303	Directorships	01 March 2024		
		Independent Member - Kaplan Open Learning (inc member of the Audit & Risk Committee)	Directorships	21 March 2024		
		DENNIS, Colin	<b>Chair of Trust Board and Non-Executive Director</b> * Chair of Remuneration Committee	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	January 2025	
Company Director - North Devon Homes	Directorships			01 April 2022		
Chair - Green Square Accord (Housing Association)	Position in Charity or Voluntary Organisation			26 March 2024		
Company Director - LowCarbonLiving Homes Ltd [04207671]	Directorships			26 March 2024		
Company Director - Green Square Estates Ltd [8719365]	Directorships			26 March 2024		
EVANS, Bethan	<b>Non-Executive Director</b> * Chair of Quality, Patient Experience & Safety Committee * Member of Finance & Performance Committee * Member of People & Culture Committee * Member of Remuneration Committee	Chief Executive Officer (Employed) at My Choice Healthcare Limited.	Any Other Interest	01 June 2019		
		Non-Executive Board Member at Beacon Housing (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 - Moorlands Property Ltd	Directorships	16 August 2022		
		Company Director - Springfield (Bargoed) Limited.	Directorships	12 March 2020		
		Company Director - Springfield Property Lettings Ltd	Directorships	16 August 2022		
		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		

Name	Position	Declaration	Interest Type	Date Interest Started	Date Interest Ended	Left Trust
<b>EVANS, Bethan</b> [continued]	<b>Non-Executive Director</b> * Chair of Quality, Patient Experience & Safety Committee * Member of Finance & Performance Committee * Member of People & Culture Committee * Member of Remuneration Committee	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 - Glyncoel 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		
		Company Director - Glamorgan Care Ltd	Directorships	25 October 2024		
		Company Director - The Mountains Care Ltd	Directorships	09 December 2024		
		Company Director - Alexandra House Care Ltd	Directorships	24 June 2024		
		Company Director - Alexandra House Property Ltd	Directorships	24 June 2024		
		Company Director - My Choice Healthcare Seven Ltd	Directorships	22 October 2024		
		Company Director - Danygraig Property Ltd	Directorships	10 December 2024		
		Company Director - The Mountains Property Ltd	Directorships	09 December 2024		
<b>HITCHON, Estelle</b>	<b>Director of Partnerships and Engagement</b>	Member of Academi Wales Expert Panel	Position in Charity or Voluntary Organisation	15 July 2024		
		Independent Governor (Non-Executive Director), Coleg Sir Gar/Coleg Ceredigion	Non-Financial Personal	01 January 2025		
<b>HUTCHINGS, Hayley</b>	<b>Non-Executive Director</b> * 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	31 May 2025	
		Emeritus Professor, Swansea University	Non-Financial Professional	31 May 2025		
		Consultancy (temporary cover for the Director of Operations - Clinical Trials Unit) at Wolverhampton University	Financial Interest	10 October 2025	31 December 2025	
<b>JACKSON, Ceri</b>	<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		
<b>KNEESHAW, Carl</b>	<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		
<b>LEWIS, Angela</b>	<b>Director of Culture Change</b>	Nil Declaration				
<b>MARSH, Rachel</b>	<b>Executive Director of Strategy, Planning and Performance</b>	Nil Declaration				
<b>MILLS, Patricia (Trish)</b>	<b>Director of Corporate Governance/ Board Secretary</b>	Nil Declaration				
<b>PARRY, Hugh</b>	<b>Trade Union Partner</b>	Nil Declaration				
<b>ROBERTS, Edward</b>	<b>Interim Finance Director (from 09 September 2025)</b>	Nil Declaration				
<b>ROWAN, Hannah</b>	<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		
<b>SAMMUT, Jonathan (Jonny)</b>	<b>Director of Digital Services [appointed 26.09.2023]</b>	Relative (Parent) is a Non-Executive Director for Social Care Wales	Any Other Interest	01 April 2017	31 March 2025	
		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	2 June 2025	
		Federation of Informatics Professionals - Leading Practitioner	Any Other Interest	25 April 2024		
		Chair of BCS Hub Wales	Any Other Interest	20 June 2025		
<b>SWINBURN, Andrew (Andy)</b>	<b>Executive Director of Paramedicine</b>	Co-opted into the BCS Community Board	Any Other Interest	12 August 2025	11 August 2026	
		Strategic Advisor to College of Paramedics	Any Other Interest	01 January 2020		
<b>TURLEY, Christopher</b>	<b>Executive Director of Finance and Corporate Resources</b>	Treasurer of Royal Gwent Hospital League of Friends.	Position in Charity or Voluntary Organisation	01 February 2022	05 November 2024	
<b>TURNER, Damon</b>	<b>Trade Union Partner</b>	Nil Declaration				

Name	Position	Declaration	Interest Type	Date Interest Started	Date Interest Ended	Left Trust
WILLIAMS, Liam	Executive Director of Quality and Nursing [from 01 August 2022]	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		
		Vice Chair - Royal College of Nursing, Nurses in Management and Leadership Forum Steering Committee	Position in Charity or Voluntary Organisation	03 February 2025		
WOOD, Emma	Chief Executive (from 01 October 2025)	Chartered Fellow of CIPD (Chartered Institute of Personnel and Development)	Non-Financial Professional	2000		
		External Moderator for HR Masters modules for University West of England	Financial Interest	September 2024		
		Member of Yoga Professional Alliance	Non-Financial Personal	July 2025		
		Sub-Yoga Teacher - Burnham Swim and Leisure Centre	Financial Interest	July 2025		



GIG  
CYMRU  
NHS  
WALES

Ymddiriedolaeth Brifysgol GIG  
Gwasanaethau Ambiwllans 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  
THURSDAY 31 JULY 2025 AT CARDIFF MRD AND VIA TEAMS**

**Meeting started at 14:10**

**MEMBERS PRESENT:**

Colin Dennis	Chair of Corporate Trustee
Rhiannon Beaumont-Wood	Non-Executive Director
Jayne Beeslee	Non-Executive Director (Via Teams)
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
Carl Kneeshaw	Director of People
Rachel Marsh	Interim Chief Executive
Trish Mills	Director of Corporate Governance/Board Secretary
Hugh Parry	Trade Union Partner
Hannah Rowan	Non-Executive Director (Via Teams)
Chris Turley	Executive Director of Finance & Corporate Resources
Jonny Sammut	Director of Digital Services
Andy Swinburn	Executive Director of Paramedicine
Damon Turner	Trade Union Partner

**IN ATTENDANCE:**

David Hopkins	Head of Charity
Meshack Ezeadim	Aspiring Board Member
Steve Owen	Corporate Governance Officer (Via Teams)
Alex Payne	Corporate Governance Manager

**APOLOGIES:**

Estelle Hitchon	Director of Partnerships and Engagement
Angie Lewis	Director of Culture Change
Liam Williams	Executive Director of Quality & Nursing

## **1. WELCOME, APOLOGIES AND CONFIRMATION OF QUORUM**

- 1.1 The Chair extended a warm welcome to the Corporate Trustee members and noted the apologies from Estelle Hitchon, Angie Lewis, and Liam Williams.

**The Corporate Trustee RESOLVED To Note the apologies of Estelle Hitchon, Angie Lewis and Liam Williams.**

## **2. DECLARATIONS OF INTEREST**

- 2.1 No new declarations of interests were declared.

## **3 MINUTES OF THE LAST MEETING:**

- 3.1 The Minutes from the meeting held on 29 May 2025 were agreed and confirmed as an accurate record of the meeting.

**The Corporate Trustee RESOLVED To Approve the minutes from the meeting held on 29 May 2025 which were confirmed as an accurate record.**

## **4. ACTION LOG**

- 4.1 There were no open actions.

**The Corporate Trustee RESOLVED To Note there were no open actions.**

## **5. 03 July 2025 – CHARITY COMMITTEE AAA**

- 5.1 The Charity Committee highlight report from the meeting held on 03 July 2025 was received.

- 5.2 Peter Curran updated the meeting on a presentation from Elaine Roberts and Kelly Wallace, who have established a netball programme in Swansea with funding of £2,000 from the Charity. Although this was not a large sum, they have achieved significant progress with it. Their efforts in increasing female representation in sport, particularly among staff members, were highlighted during the presentation. The presentation demonstrated the potential impact of such awards. It was widely recognised that participating in sport can positively influence both mental and physical health. This example illustrated how the charity's financial support can generate meaningful benefits.

- 5.3 David Hopkins updated the Corporate Trustee on the Charity Strategy Delivery Plan 2025-27, which was approved at the last Corporate Trustee Meeting on 29 May 2025. David added that he was working to balance effective governance, spending, and increasing fundraising. He was currently reviewing charity applications related to cardiac arrest response for Community Resilience Funds and transforming green spaces for staff use. A detailed fundraising plan will be presented at the October Charity Committee meeting, outlining steps to meet the financial goals. Regarding

spending, strategic plans were being made to utilise existing funds like the Barmouth and Colwyn Bay Funds in the coming months.

- 5.4 David Hopkins updated the Corporate Trustee on the recruitment for the Fundraising and Communications Officer role. There has been an unfortunate delay in the process, and he has been required to go back out to advert for the position. Interest in the position is high, with over 25 applicants so far; many of whom are from the charity sector.
- 5.5 David acknowledged the delay that this recruitment will have on the delivery of the Fundraising Plan but emphasised that the plan remains achievable.
- 5.6 The Chair commented there will be significant interest in the Fundraising Plan, with the expectation that these initiatives will ultimately become self-sustaining and generate positive returns for the Charity.

**The Corporate Trustee RESOLVED To Note the Charity Committee AAA report from 03 July 2025.**

## **6. 02 APRIL 2025 CHARITY COMMITTEE MINUTES**

- 6.1 The Minutes of the Charity Committee from 02 April were received.

**The Corporate Trustee RESOLVED To Receive the minutes of the Charity Committee dated 02 April 2025.**

## **7. REFLECTIONS AND SUMMARY OF DECISIONS/ACTION**

- 7.1 There were none.

## **8. ANY OTHER BUSINESS**

- 8.1 There were none.

## **9. DATE AND TIME OF THE NEXT MEETING**

- 9.1 The date of the next meeting is 27 November 2025.

**Meeting closed at: 14:20**

<b>AGENDA ITEM No</b>	<b>5</b>
<b>OPEN or CLOSED</b>	<b>OPEN</b>
<b>No of ANNEXES ATTACHED</b>	<b>0</b>

## Charity Commission: Register of Charities

<b>MEETING</b>	Corporate Trustee
<b>DATE</b>	27 November 2025
<b>EXECUTIVE</b>	Estelle Hitchon, Director of Partnerships & Engagement
<b>AUTHOR</b>	David Hopkins, Head of Charity
<b>CONTACT</b>	<a href="mailto:David.Hopkins4@wales.nhs.uk">David.Hopkins4@wales.nhs.uk</a>

### EXECUTIVE SUMMARY

1. As part of the Charity's Delivery Plan, it was agreed that the entry on the Charity Commission's Register should be reviewed as part of a charity governance review. It is a legal requirement to ensure that the Register of Charities is kept up to date.
2. Two proposed changes are recommended, and require the approval of Corporate Trustee:
  - a. The addition of two new "working names" for the charity, when the official name of the Charity is not used in full
  - b. The amendment of the Charity's activities description on the Register of Charities, to better reflect its Strategic Objectives
3. The proposed new activities description shall be:  
*The Welsh Ambulance Service Charity supports the services provided by the Welsh Ambulance Service Trust, enhancing what is possible through statutory funding. The Charity funds projects that benefit patients and their families throughout Wales, as well as projects that support the wellbeing and development of WAST staff and volunteers.*

### RECOMMENDATIONS

**It is recommended that Corporate Trustee:**

- **APPROVES the Charity's proposed changes to its activities description**
- **APPROVES the formal adoption of two new working names for the Charity:**

- Welsh Ambulance Service Charity
  - Elusen Gwasanaeth Ambiwlans Cymru
- **RECEIVES ASSURANCE that the proposed working names provide a shorter and more practical alternative to the Charity’s official name, and will support the Charity’s visual identity, marketing and communications.**

<b>KEY ISSUES/IMPLICATIONS</b>
None
<b>REPORT APPROVAL ROUTE</b>
Charity Committee – 2 October 2025 (endorsed) Corporate Trustee – 27 November 2025

<b>REPORT APPENDICES</b>
None

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

## SITUATION / BACKGROUND

1. As part of the Charity's Delivery Plan, it was agreed that the entry on the Charity Commission's Register should be reviewed as part of a charity governance review.
2. It is a legal requirement to ensure that the Register of Charities is kept up to date, as a public record of all registered charities.
3. This information is separate from the Charity's governing document and its charitable objects. The charitable objects are below, and there is no proposal to request that these be amended:

### **Charitable Objects**

#### ***For any charitable purpose or purposes relating to the National Health Service***

4. To make any changes to the charity's main name or working name, a resolution must be made by Corporate Trustee and submitted to Charity Commission. Changes to the Charity's main name will also require amendments to the Charity's governing documents.
5. The register of charities can be found using the link below, or by visiting [register-of-charities.charitycommission.gov.uk](https://register-of-charities.charitycommission.gov.uk).  
[WELSH AMBULANCE SERVICES NHS TRUST CHARITY - 1050084](#)

## ASSESSMENT

6. As part of this review, it is recommended that four areas be considered:
  - a. The Charity's official name
  - b. The Charity's working names
  - c. The activities description on the register
  - d. The linked charity

### Official name of the Charity

7. The official name of the Charity is:  
**Welsh Ambulance Services NHS Trust Charity**
8. The charity's official name has not been updated since the Trust was awarded university status in April 2024.
9. To incorporate the university status in the legal name of the Charity would require amendment to the Charity's governing documents. As the official

name is used in very few places, other than the annual report and other Charity Commission documents, and is not used in the Charity's logo (unlike the Trust), it is believed that there would be limited benefits to updating the name to reflect the university status.

10. The Trustees listing on the Register of Charities has already been separately updated to reflect the new name of the Corporate Trustee, which includes the university status.
11. It is therefore recommended that the official name of the Charity is not changed.

#### Working names of the Charity

12. Charities are permitted to register working names, for occasions where the full official name of the Charity is not used. The Charity currently does not have any listed working names on the Charity Commission register.
13. Working names can also be used to ensure that the Charity's working name in Welsh is registered with the Charity Commission.
14. In its general communications, the Charity does not use the full official name, but instead uses:  
**Welsh Ambulance Service Charity**  
**Elusen Gwasanaeth Ambiwylans Cymru**
15. It is recommended that these two names be adopted formally as the Charity's working names. This will require a resolution agreed by Corporate Trustee to be submitted to the Charity Commission.
16. The term "WAST Charity" is sometimes used informally but is generally avoided in the Charity's communications, and it is not proposed that this would be included as a working name.

#### Activities description

17. The current activities description on the public register is:

*Ambulance services in Wales receive numerous voluntary donations and gifts mainly from local communities within the principality. These are principally used to purchase amenities for the benefit of ambulance staff, together with providing additional training resources to further enhance the quality and standards of care provided by ambulance services in Wales.*

18. A charity's activities description is separate from its charitable objects, which

can only be changed by resolution and with permission from the Charity Commission.

19. It could be argued that the current activities description does not appropriately match the Charity's approved strategic objectives. It is recommended that a new activities description be adopted instead:

***The Welsh Ambulance Service Charity supports the services provided by the Welsh Ambulance Service Trust, enhancing what is possible through statutory funding. The Charity funds projects that benefit patients and their families throughout Wales, as well as projects that support the wellbeing and development of WAST staff and volunteers.***

20. If approved by Corporate Trustee, this can be updated on the Charity Commission website without any further governance requirements.

#### Linked charities

21. The Charity Commission register has one linked charity attached to the Charity's main listing, relating to the Charity's unrestricted funds:  
**Welsh Ambulance Services NHS Trust General Fund**
22. This is common practice amongst NHS charities, due to the unique nature of their governance structure, and has previously been reviewed by Charity Committee and as part of the external audit process. Therefore, no changes are recommended at this time.

#### **RECOMMENDATIONS**

23. It is recommended that Corporate Trustee:
- a. **APPROVES** the Charity's proposed changes to its activities description
  - b. **APPROVES** the formal adoption of two new working names for the Charity:  
**Welsh Ambulance Service Charity**  
**Elusen Gwasanaeth Ambiwylans Cymru**
  - c. **RECEIVES ASSURANCE** that the proposed working names provide a shorter and more practical alternative to the Charity's official name, and will support the Charity's visual identity, marketing and communications.

## CHARITY COMMITTEE HIGHLIGHT REPORT TO CORPORATE TRUSTEE

This report provides the Trustees with key escalation and discussion points at the last Committee meeting. A full list of items discussed appears at the end of the report to enable members to raise any questions to the Chair which have not been drawn out in the report. The papers for this meeting can be found by following this [link](#) to the Committee page on the Trust website.

<b>Corporate Trustee Meeting Date</b>	27 November 2025
<b>Committee Meeting Date</b>	02 October 2025
<b>Chair</b>	Peter Curran

### KEY ESCALATION AND DISCUSSION POINTS

#### ALERT

(Alert the Trustees to areas of attention)

1. Committee endorsed the proposed changes to be made to the entry on the **Charity Commission Register of Charities** which are before the Corporate Trustee for approval. These include the addition of two new working names for the charity, when the official name of the Charity is not used in full, and an amendment of the Charity's activities description, to better reflect patient benefit and the Charity's Strategic Objectives.

#### ADVISE

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

2. Committee received and approved the first **Charity Fundraising Plan** translating the Charity's ambitions into practical steps to increase and diversify income, aiming for long term sustainability as NHS Charities Together funding reduces, and legacy income remains unpredictable. Members highlighted the importance of the development of new income streams, clear governance arrangements between the Trust and the Charity, and recognised that additional investment in fundraising activities and staff capacity will be necessary to achieve the Charity's ambitions.
3. Members welcomed Jenny Wilson (Volunteering Manager), David Husband (Volunteer Support Officer), and Georgi Howard (Community Welfare Responder) to give details of the **Community Welfare Responder (CWR) project**, which was possible due to the receipt of the £315,290 NHS Charities Together Grant. The target with this grant was to recruit, onboard and train 400 new CWRs by the end of the project period. The Committee received an update on the project progress, and noted that 330 volunteers have been recruited, with 198 currently active. The significant positive impact on patient care was noted because of the CWR project; with over 1,100 patients supported in the first year, over half of which were able to remain at home after a 999 call. Operational challenges within the project were noted, such as volunteer mentoring and the need for consistent support; while Georgi candidly shared both the positive difference volunteers make and the frustrations around underutilisation, retention, and the need for targeted recruitment. The Committee welcomed the

honest feedback, acknowledged the initiative's clear benefits for patients and families, and recognised the importance of addressing operational teething issues. Members commended the passion and commitment of volunteers, affirmed the value of the CWR role, and noted that the learning from this project will inform future developments and funding strategies.

- Members **reflected** that the Charity is making strong progress in governance and operational maturity, with positive impacts on patients and staff. Members emphasised the need to support further growth by ensuring adequate capacity within the Charity, highlighted the benefits of cross-departmental collaboration, and expressed gratitude for everyone's contributions and the quality of reporting received.

## ASSURE

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

- The **Charity Performance Report** was received showing performance against the NHS Charity Together (NHSCT) grants:
  - Stage 3 Recovery Grant Progress: As of 31 August 2025, £73,467 has been spent out of £88,000 awarded, with various projects ongoing, including a Volunteer Development Programme and Mind over Mountains. The remaining funds are to be spent by December 2025 with a projected underspend of £7,013.
  - Ambulance Grant Update: The Ambulance Grant has recruited 330 Community First Responders to date, with a target of 400 by February 2026. The project has been extended due to recruitment delays.
- All grants are being administered according to their conditions; however, there continues to be one red target within the Stage 3 Recovery Grant relating to Mind Over Mountains, and the target remains unlikely to be met. This will not affect future funding decisions and there are currently no proposals to fund any further walks beyond the final planned date of 11 October 2025. Risks were considered against the grants and members were assured of mitigations.
- Two grant applications have been submitted to NHS Charities Together since the last meeting - one for £142,000 (Community Resilience Fund) and one for £15,823 (Greener Communities Fund). Members also received a verbal update on NHS Charities Together Workplace Wellbeing fund, and on plans to submit an application towards Wish Ambulance to the National Lottery Community Fund.
- The **Charity Finance Update** was received noting that the balance of funds held as of 31 August 2025 is £741,331 comprised of £209,029 unrestricted funds; £181,288 in designated funds; and £304,362 in restricted funds. Between 01 April 2025 and 31 August 2025, the unit price of the charity's investments has increased by 1.67%, resulting in an overall small gain of .c£4.6k. The charity currently holds 1,090.14 units at a unit price of £256.1682, giving a total market value of £279.3k. The overall trend with the investments remains positive and the lowest risk. The investment strategy aligns with the charity's risk appetite, focusing on low-risk options to ensure stability.
- The **Bids Panel AAA** report from the 22 September 2025 meeting was received noting that there were no bids over £5,000 for the committee to approve. A total of six bids were considered, with four approved relating to the HART Garden Project, three TVs and a picnic bench; two bids were redirected for further consideration. The total funding awarded for approved bids was £3,990.

10. Round 3 of the NHS Charities Together Sports Fund saw three applications reviewed and approved by the panel, with a total spend of £3,830.
11. A new risk was identified in relation to Inequitable Awarding Patterns highlighting the potential for awards to be granted to similar groups or areas because awareness of the Charitable Funds is higher in some localities, services or departments. An update will be provided to the Panel at a future meeting on actions to mitigate this risk and to consider the process of approving national funds supplemented by the new application guidance in development.
12. The **Bursary Panel** met on 18 July 2025 advising that of the 35 Bursary Rounds submissions for 2025, six received financial support totalling £7,283.86 contributing partial funding to five MSc programmes and an Advanced Child Protection course. A second round of applications will be invited for Q3 to ensure the full fund is allocated.
13. Members received the **Committee Priorities and Cycle of Business Monitoring** report and were assured that there were no matters to escalate regarding the Committee's priorities for 2025/26 and the monitoring report was received.

## RISKS

**New Risks Identified:** Committee received the new Charity Risk Register and approved inclusion of one new risk on the register: CHAR-008 - Failure to raise sufficient funds to deliver the Charity's strategic objectives scored at 12 (3x4).

A new risk on Inequitable Awarding Patterns was discussed in item 11 above.

### COMMITTEE AGENDA FOR MEETING

Charity Fundraising Plan	Charity Performance Report	Charitable Funds Finance Report
Charity Commission Register of Charities	Risk Management Report	Bids Panel AAA report
Bursary Panel AAA report	Committee Priorities and Cycle Monitoring Report 2025/26	Liability and Indemnity – Internal Guidance for Charitable Activities
Volunteer Fundraising – Standard Operating Procedure		

### COMMITTEE ATTENDANCE

Name	2 April 2025	3 July 2025	2 October 2025	13 January 2025
Ceri Jackson				
Peter Curran				
Hannah Rowan				
Estelle Hitchon				
Chris Turley			Ed Roberts	
Lee Brooks		Mark Harris		

<b>COMMITTEE ATTENDANCE</b>				
<b>Name</b>	<b>2 April 2025</b>	<b>3 July 2025</b>	<b>2 October 2025</b>	<b>13 January 2025</b>
Andy Swinburn				
Liz Rogers	From Finance Item		Sara Williams	
Trish Mills				
Hugh Parry			Left meeting at 09:30	
Damon Turner			Left meeting at 09:30	
Marcus Viggers	From Performance Item		Left meeting at 09:30	
Julie Boalch				
Jo Kelso				
David Hopkins				
Leanne Smith			Attended for item 11	

	Attended
	Deputy attended
	Apologies received
	No longer member/not member

**MINUTES OF THE MEETING OF THE CHARITY  
 COMMITTEE HELD ON 03 JULY 2025 AT CARDIFF MRD AND REMOTELY VIA  
 MICROSOFT TEAMS**

**Meeting started at 09:30**

**MEMBERS:**

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

**IN ATTENDANCE:**

Julie Boalch	Assistant Director of Corporate Governance & Risk
Mark Harris	Assistant Director of Operations (NEPTS)
Estelle Hitchon	Director of Partnerships and Engagement
David Hopkins	Head of Charity
Jo Kelso	Head of Workforce Education and Development
Trish Mills	Director of Corporate Governance/Board Secretary
Steve Owen	Corporate Governance Officer
Alex Payne	Corporate Governance Manager
Jess Price	Head of Financial Accounting
Elain Roberts	Operations Quality Investigator (Lived experience, left after 20/25)
Andy Swinburn	Executive Director of Paramedicine
Chris Turley	Executive Director of Finance and Corporate Resources
Damon Turner	Trade Union Partner
Marcus Viggers	Trade Union Partner
Kelly Wallace	Concerns Quality Assurance Manager (Lived experience, Left after 20/25)

**APOLOGIES:**

Lee Brooks	Executive Director of Operations
Hugh Parry	Trade Union Partner
Liz Rogers	Deputy Director of People and Culture

**OBSERVERS:**

Skye Banks	Compliance Administrator
Sarah Harland	Corporate Governance Officer

## **16/25 WELCOME AND APOLOGIES**

Peter Curran welcomed everyone to the meeting and noted apologies from Lee Brooks, Hugh Parry, and Liz Rogers.

**The Committee RESOLVED To Note the apologies of Lee Brooks, Hugh Parry, and Liz Rogers.**

## **17/25 DECLARATIONS OF INTEREST**

There were no other declarations of interest to those already included in the register of interests.

**The Committee RESOLVED To note there were no other declarations of interest to those already included on the register of interest.**

## **18/25 MINUTES OF PREVIOUS MEETING AND HIGHLIGHT REPORT**

The Minutes of the 02 April 2025 meeting were confirmed as correct record.

The Highlight report of 02 April 2025 was received.

**The Committee RESOLVED To:**

- 1. Approve the minutes of the 02 April 2025 meeting as a correct record.**
- 2. Receive the Highlight report dated 02 April 2025.**

## **19/25 ACTION LOG**

*Action 65/24a Estelle and David would follow up on the conversation with Velindre regarding overall indemnity for the charity and bring back information to the committee. A document has been drafted in conjunction with Legal and Risk colleagues and will shortly be published on Siren. A link to the document will be sent to all Charity committee members after publication. David added that This action was proposed for closure. This action was proposed and agreed for closure.*

*Action 65/24b Estelle Hitchon and David Hopkins were asked to provide clear guidance for staff who undertake charitable fundraising activities, ensuring they are aware of any risks and the context in which these activities should take place. A document has been drafted in conjunction with Legal and Risk colleagues and will shortly be published on Siren. A link to the document will be sent to all Charity Committee members after publication. This action was proposed and agreed for closure.*

Action 06/25 Charity Performance report: Trish Mills agreed to confirm the route for the approval of grant applications and return to the committee to confirm the position. She noted that the position previously discussed was that they would be signed off by the Executive Leadership Team, but advised she would clarify. Trish Mills has included the following statement in the revised Terms of Reference for the Charity Committee for 2025/26, as follows "Grant applications will be approved by the Executive Leadership Team, or by any other mechanism they determine. The outcomes of those applications will be reported to this committee for information, and the assurance on the monitoring thereof will be reported through the performance report." This amendment has been presented for approval by the committee (via chair's action) and will take effect once the revised terms of reference are approved by the Trust Board on the 29 May 2025. This action was proposed and agreed for closure.

Action 07/25 The committee discussed the charity's position regarding reserves and indicated that it could be helpful to return to both the reserves policy and discussions regarding investment approaches in the coming months, Action not due till October 2025. Chris Turley will provide further details at the next meeting.

Action 20/25 It was agreed that the dates of future Netball matches would be shared with Charity Committee members.

**The Committee RESOLVED To Note the position of the action log.**

## **20/25 BIDS PANEL LIVED EXPERIENCE – NHS CHARITIES TOGETHER SPORTS GRANT AWARD**

Elain Roberts and Kelly Wallace gave a presentation which shared their experience and insight into setting up the WAST Netball Team.

Kelly told the Committee that she ran a Friday evening social netball league in Swansea, which many ambulance staff attend. The idea of creating an ambulance netball team was popular, but previous efforts had struggled. With guidance from David Hopkins, Head of Chairity, they found a grant, applied, and successfully established the team.

Elain informed the Committee she played Netball for Wales from age 14 to 22 and competed with the Cardiff Dragons (formerly Celtic Dragons) in the Super League. Elain has coached for a decade, including at Cardiff University and with the Welsh University squad, as well as various other teams. She also worked as a physio, offering additional expertise. After a four-year break due to health reasons, Elain returned to playing netball through Kelly's team, which inspired her to help form a new team for ambulance service colleagues involved in the league.

In January 2025, once funding was approved, they quickly set up the WAST Team by using an early time slot before the Friday League. Securing the venue was straightforward, and the grant covered weekly court hire through October 2025, allowing to combine training from 6–7 pm with participation in the Friday League. This has boosted player confidence and in June, we played a competitive match against a Bridgend League team. We also partnered with Conga and designed inclusive kits featuring both our charity and team logos.

The funding received was vital in establishing the WAST Netball Team, ensuring court availability and inclusivity for all staff members. The team has adapted training to accommodate diverse needs and fosters an inclusive environment.

Trish Mills asked if there was a mixed league in the Swansea area or were there any plans to start one. Elaine explained that Wales does not have a great deal of mixed leagues as yet, but it was being considered going forward.

Peter Curran asked whether this had attracted women who may not have previously participated in physical activity, and if it has encouraged them to join the team. Elaine stated that some individuals who had not played netball since school saw this and expressed an interest in joining the team.

Andy Swinburn raised a question about the group's finances, pointing out that the current funds were limited and projected to last until mid-October, which would align with the end of court hire based on current expenditures. Kelly explained that discussions with participating players indicated general agreement to contribute a small amount each. There has been consensus among players that, as the remaining funds decrease, individuals could regularly contribute a minimal weekly amount to cover ongoing court hire expenses. Additionally, organising a mixed tournament in the past generated £500, which covered approximately 12 weeks of court hire and could potentially support activities through 2026 if repeated.

Ceri Jackson asked if there was any advice for the Committee on how the Trust could encourage more staff and volunteers to pursue similar opportunities. Kelly suggested that, from their perspective, improved personal communication to staff would be an important factor in enabling this to happen. She added that being passionate about the project was also a bonus.

Hannah Rowan suggested that from a fundraising approach, perhaps for specific tournaments or events, funds could be split so part directly supports the team, and another portion supports a wider fund, allowing broader use. She also thanked Kelly and Elaine for the clear presentation structure. The financial breakdown and distinction between one off expenses and ongoing costs were particularly helpful, as were the impact statements.

Following a query on team numbers, Elain explained that currently, the team has around 25 members, though not everyone was available each week, so attendance varied. For upcoming matches, a poll was taken to see who was available and if more players were available, we could organise two matches. The option for extra games, especially on Fridays, was always open, so there will always be opportunities to play. She added that the teams fixtures list would be advertised.

The Chair thanked Kelly and Elain for their presentation, acknowledging the impact that a relatively small level of investment could have and the positive impact on the wellbeing of our people which was demonstrated.

**The Committee RESOLVED To note the presentation.**

## **21/25 CHARITY STRATEGY DELIVERY PLAN (2 YEARS)**

During a meeting of the Corporate Trustee on 29 May 2025, the Charity's Strategic Objectives and Enablers were approved. It was decided that a Charity Delivery Plan would be developed to outline the practical steps necessary to achieve the Charity's Strategic Objectives.

David Hopkins advised the Committee that the plan highlighted three main objectives focused on staff wellbeing, community resilience, and enhanced patient care, alongside strategic enablers for governance, income generation and communications.

Members were assured that the component parts of the plan would deliver the Charity strategy. David highlighted the importance of articulating the fundraising strategy which underpinned the plan and would ensure focused fundraising efforts. Progress on the delivery plan will be reported biannually, with the next update scheduled for January 2026.

David Hopkins explained that it was originally planned to present a fundraising plan for approval at this meeting, but recruitment delays for the Fundraising and Communications Officer have delayed this. Despite the absence of a formal plan, active fundraising continued, for example, the recent £7k fundraiser for the Wish ambulance.

Ceri Jackson was interested to discover to what extent has feedback received from staff, including those shared during the Chief Executive Road Shows and other interactions been incorporated into the plan. David Hopkins confirmed he had effectively incorporated staff feedback, particularly regarding their priorities for staff well-being and their expressed needs.

Hannah acknowledged the delay in recruiting the Fundraising and Communications Officer and asked for an update on how this delay has affected operations, as well as the plan for addressing the time lost. David Hopkins advised that without a dedicated staff member, this was difficult, but hiring for the role soon will allow greater focus on both strategy and operations. Estelle Hitchon explained that a conditional offer has been made to a candidate, pending completion of required checks.

Mark Harris praised the significant improvements in the charity's operations and professionalism over the past year. He noted the increased awareness and ease of giving donations, highlighting the positive changes under David's guidance. Mark shared a quote from a family expressing gratitude for the Wish Ambulance service, emphasising the charity's impact.

Estelle Hitchon added that the feedback from Mark Harris regarding the Wish ambulance was particularly valuable, especially in highlighting the charity funding processes. The goal remained to facilitate easier engagement for staff, patients, and the public with the charity. It was important to acknowledge the iterative nature of the charity's strategic development and the associated risks.

The Chair sought assurance that the financial targets for the year would still be met and would not be compromised or at risk due to the delay in the new staff member starting. David confirmed that the conservative estimates for community fundraising accounted for the potential delay, and he was confident that the targets could still be reached.

The Chair suggested that it could be helpful for the activities within the Plan be given a Red/Amber/Green (RAG) status, as this would provide a clear snapshot of progress. David agreed and noted that future iterations would include this detail.

The Committee approved the Charity Strategy Delivery Plan 2025-27 aimed at achieving the Charity's Strategic Objectives and Enablers over the next two years.

**The Committee RESOLVED To Approve the Charity Delivery Plan 2025-27.**

## **22/25 CHARITY PERFORMANCE REPORT**

Estelle Hitchon presented the Charity Performance Report with an update on the Charity's three active NHS Charities Together (NHSCT) grants: Development Grant, Stage 3 Recovery Grant and the Ambulance Grant.

1. The Development Grant project has been completed with a total spend of £30,007, resulting in a small overspend of £26, funded from unrestricted funds.

2. Stage 3 Recovery Grant Progress: As of May 2025, £62,782 has been spent out of £88,000 awarded, with various projects ongoing, including a Volunteer Development Programme and Mind over Mountains.
3. The Ambulance Grant has recruited 235 Community First Responders to date, with a target of 400 by February 2026. The project has been extended due to recruitment delays.
4. All grants were being administered according to their conditions; however, there was one red target within the Stage 3 Recovery Grant relating to Mind Over Mountains, and the target remained unlikely to be met. This will not affect future funding decisions and there were currently no proposals to fund any further walks beyond the final planned date of 11 October 2025.
5. Updates were received regarding future grant opportunities available from NHS Charities Together and aimed at enhancing community health and wellbeing. These funds include the Community Resilience Fund, the Innovation Challenge, Work Wellbeing, and Greener Communities fund.

David Hopkins provided further information on the Mind of the Mountains project. Mind over Mountains was committed to continuing the project until the funds ended in October. Currently, there were no plans to fund additional walks beyond October, but peer-led walking groups were beginning to emerge through sports grants.

Hannah Rowan referred to an underspend originally allocated for a project administrator noting this was managed within existing trust staff instead and sought clarity on who handled this work and how it was funded. David Hopkins added that in terms of the project administrator, he understood this was initially designed to support Mind over Mountains and the sports grants, the former has since been delivered by the Organisational Development (OD) Team. The sports grants have been delivered by his team and the finance assistant.

**The Committee RESOLVED To NOTE the progress of the Charity's active grants and noted the key risks and mitigations in place for the Charity's active NHS Charities Together grants.**

## **23/25 CHARITY FUNDS FINANCE REPORT**

Chris Turley advised that the report provided the Committee with an update on fund balances held, along with an update on the Common Investment Fund (COIF) Charity Investment Fund Accumulation Units held by the charity, including a valuation as of 31 May 2025.

The summary of accounts for the financial year 2024-25 showed a total income

of £66,838 and total expenditure of £246,517, which when taken alongside a small investment loss of £5,567 resulted in a net movement of (£185,246). This will now form the basis of the Charity's 2024-25 accounts, which will be drafted and subject to an Independent Examination by Audit Wales.

In terms of the new financial year, 2025-26, total income in the first two months to the end of May 2025 was £5,799 while total expenditure reached £36,859, leading to a net movement of (£31,060). The balance of funds held as of 31 May 2025 was £730,580 comprised of £210,429 unrestricted funds: £177,867 in designated funds, and £342,284 in restricted funds.

Between 01 April 2025 and 31 May 2025, the unit price of the charity's investments had increased by 0.45%, resulting in an overall small gain of c£1.1k. The charity current held 1,090.14 units at a unit price of £252.9766, giving a total market value of £275.8k. The overall trend with the investments remains positive and the lowest risk. The investment strategy aligned with the charity's risk appetite, focusing on low-risk options to ensure stability.

As discussed in prior Charity Committee meetings, the monitoring of long-term investments had increased from weekly to daily during recent market volatility, enabling prompt responses if needed. Despite some losses and gains, total equity remained above £48.8k throughout. Now that the market has stabilised, weekly monitoring and fund updates have resumed.

Peter Curran asked whether the risk exposure was consistent with the stated risk appetite. He also inquired if investment advisors have established specific allocations in equities and gilts to align with investment objectives. Chris Turley added that from his perspective, the investment discussed was considered to have the lowest risk available. While pursuing higher-risk options for greater returns has previously been discussed, even the safest investments have shown volatility during this period due to market fluctuations. The current approach aligned with industry standards followed by the NHS and other charities.

Ceri Jackson referred to the earlier point about risk in relation to the arrangement between Trust funds and Charity funds, commenting that it may be useful to include a brief statement in the finance report outlining progress on this matter.

**The Committee RESOLVED To Note the contents of the finance report.**

## **24/25 RISK MANAGEMENT REPORT - CHARITY RISK REGISTER**

Julie Boalch updated the Committee on the development of the Charity's Risk Register CHRR. The Risk Register had been developed to closely align with the Charity's strategic objectives and enablers, ensuring that potential risks were identified and managed effectively to support the achievement of these goals.

The risks outlined in Annex 1 of the report's risk summary were thoroughly reviewed, discussed, and evaluated by the Executive Leadership Team (ELT) prior to this meeting. The ELT proposed adding two new risks to the CHRR, detailed in Annex 2. These were CHAR-003 *Non-compliance with legal and regulatory framework* and CHAR-005 *Inadequate internal processes and governance structures to meet grant conditions*, which were presented for approval today. The Chair queried how risk management was integrated into the everyday decision-making within the Charity. Estelle Hitchon advised that several risks were central to current considerations, especially as the benefits achieved through awarded funding was evaluated. She was particularly mindful of the risks associated with income generation and fundraising.

David Hopkins added that action items from each risk assessment were incorporated into the delivery plan. This approach guaranteed alignment between the actions identified in the risk assessments and those in the delivery plan, ensuring full integration within the charity's operations.

Trish Mills noted that the Charity Risk Register has been long-awaited and was in a strong position. However, it would take time to mature, due to limited resources and ongoing strategic work within the Trust.

Ceri Jackson noted that this is an important component of organisational health, focusing on overall charity performance and risk management. She mentioned that this contributes to good governance and sustainability. She also expressed appreciation for the quality of the work presented.

The Committee received the Charity Risk Register. It also approved the inclusion of the risks CHAR-003 *Non-compliance with legal and regulatory framework* and CHAR-005 *Inadequate internal processes and governance structures to meet grant conditions* on to the register. Furthermore, the Committee approved the closure of CHAR -001 *Lack of resource and capacity to manage the Charity* noting that the risk had been mitigated.

**The Committee RESOLVED To:**

- 1. Receive the new Charity Risk Register.**
- 2. Approve the inclusion of CHAR-003 and CHAR-005 on the register.**
- 3. Approve the closure of CHAR-001 noting that the risk has been mitigated, and the residual risk has been included in CHAR-008.**

**25/25 BIDS PANEL HIGHLIGHT REPORTS – 02 APRIL 2025, 16 MAY 2025 AND 23 MAY 2025**

Leanne Smith reported that all recent bids were approved within Panel limits, with none requiring approval by the Charity Committee. Three extraordinary meetings

of the Panel took place in April and May; followed by the scheduled June meeting, all of which covered a total of 10 bids. Of these, eight were approved, one was redirected to the Bursary Panel, and one bid which related to pressure washers, was rejected.

Furthermore, Leanne highlighted that further legal advice has clarified liability regarding the issue around kayaks, which have since been securely stored, reducing immediate risk. Secondly, although a final decision on the Barmouth restricted funds was not reached at the 04 June Bids Panel meeting due to insufficient detail and lack of staff consultation, subsequent discussions with the Locality Manager and staff in Barmouth have resulted in a draft proposal being put forward.

Julie Boalch confirmed that the ELT had discussed the Barmouth restricted funds in detail, and she would address these further proposals with David and Leanne after the meeting. David Hopkins confirmed he had met with the Barmouth Locality Manager, and the current proposal was to fund a dedicated training room in the available space.

Ceri Jackson sought clarity on the decision-making process, specifically regarding its efficiency and the level of assurance provided throughout that process. Julie Boalch explained that the Bids panels have collaborated for an extended period, operating within a structured governance framework that allowed every member the opportunity to provide input on each bid. If members were unable to attend a meeting, they could still share their feedback, including their approval status and rationale.

**The Committee RESOLVED To receive the Bids Panel Highlight reports from 02 April 2025, 16 May 2025, and 23 May 2025.**

## **26/25 BURSARY PANEL HIGHLIGHT REPORT – 14 APRIL 2025**

Jo Kelso informed the Committee the panel had met on 14 April 2025, the primary agenda items being a review of the terms of reference, presented for approval, and the planned opening of the first of two bursary application windows.

David Hopkins, following a query on communicating to staff regarding applications, commented that the Communications Team has been very supportive, with the message reaching more staff. Compared to October 2024, when many staff were unaware of the charity, April 2025 saw greater awareness, with staff seeking information and expressing interest in grants.

The Committee received the highlight report and approved the Bursary Panel terms of reference.

**The Committee RESOLVED To receive the highlight report and approve the terms of reference for the Bursary Panel.**

**27/25 COMMITTEE PRIORITIES & CYCLE OF BUSINESS MONITORING REPORT 2025/26**

There were no matters to escalate with respect to the priorities.

**The Committee RESOLVED To note the Committee priorities and the 2025/26 cycle of business monitoring report.**

**28/25 REFLECTIONS AND SUMMARY OF DECISIONS/ACTIONS**

Members provided positive feedback regarding the development, integration, and alignment of the Charity's operations, including areas such as strategy, risk management, delivery plans, and finance. They stressed the significance of establishing robust foundations to support the Charity's ongoing success and recognised the approach to resource allocation across both the Trust and Charity.

**29/25 ANY OTHER BUSINESS**

There was none.

**30/25 DATE OF NEXT MEETING – 2 OCTOBER 2025**

**Meeting closed at: 11:55**