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| DATE OF MEETING | Wednesday 7th January 2026 at 09:30-12:30 |
| VENUE | Microsoft Teams |

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| PRESENT | Paul Deneen, Independent Member (Chair) Neil Patrick, Independent Member (Vice Chair) Akmal Hanuk, Independent Member Robert Holcombe, Director of Finance and Procurement Nicola Prygodzicz, Chief Executive |
| IN ATTENDANCE | Robert Jones, Assistant Director of Finance Gareth Lewis, Head of Financial Services & Accounting Lindsey Whitehouse, Assistant Head of Financial Accounting Alison Griffiths, Charitable Funds Manager Julie Rees, Audit Wales (Items 2.4) Matthew Argyle, Audit Wales (Items) Antonia Cavalier, CCLA (Item 3.3 only) Rani Dash, Director of Corporate Governance Naomi Murtagh, Board Business Manager Fern Woodhead, Governance Support Officer |
| OBSVERING | None |
| APOLOGIES | None |

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| CFC/0701/01 | Welcome and Introductions Paul Deneen (PD), Chair, welcomed everyone to the meeting and introductions were made to Lindsey Whitehouse (LW), Assistant Head of Financial Accounting, who had recently joined the Charitable Funds team. |
| CFC/0701/02 | Apologies for Absence Paul Deneen (PD), Chair, noted the apologies for absence. |
| CFC/0701/03 | Declarations of Interest There were no declarations of interest to record. |



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| <p>CFC/0701/04</p> | <p>Draft Minutes of the meeting held on 30th September 2025</p> <p>The minutes of the previous meeting held on 30th September 2025 were agreed as a true and accurate record.</p> <p>The Committee APPROVED the minutes from the previous meeting.</p> |
| <p>CFC/0701/05</p> | <p>Committee Action Log</p> <p>The Committee received the action log and was content with progress made on the completed actions.</p> <p>The Committee NOTED the report for information.</p> |
| <p>CFC/0701/06</p> | <p>Finance & Performance Report</p> <p>Gareth Lewis (GL), Head of Financial Services & Accounting, provided the Committee with an overview of the Finance & Performance Report for Quarter 2 July to September 2025. The report outlined financial issues, including investment valuation, significant donations, overdrawn accounts, key performance indicators (KPIs), new fund requests, and cash balances.</p> <p>GL advised the Committee that expenditure in Quarter 2 was 78% higher than the same quarter in 2024/25, while income was 85% higher, reflecting a significant increase in donations and training income. The most notable donation was over £71K from the Be Heart Happy Charity, which was used to purchase ECG machines for the cardiology department. Alison Griffiths (AG), Charitable Funds Manager, clarified that Be Heart Happy was a rebranded local charity with a longstanding relationship with the Royal Gwent cardiology unit, and the funds were raised specifically for cardiology in collaboration with staff.</p> <p>The Churches Charity Local Authority (CCLA) investment portfolio showed an unrealised loss of £27K for the quarter, reversing a previous gain of £10K. However, as of 30 November 2025, investments reflected a year-to-date gain of £34K. Funds held at the end of the second quarter were 16% lower than the same period in the previous year.</p> <p>Robert Jones (RJ), Assistant Director of Finance, advised the Committee that the charity managed 398 separate</p> |



funds, categorised into legacies (restricted), hypothecated funds (less restricted), and the general fund (discretionary). The Committee discussed the ongoing strategy to amalgamate smaller funds for ease of management, while recognising that new funds may be created for specific purposes. The importance of aligning fund management with the charity's strategic objectives was emphasised, and it was agreed that further clarity on the landscape of active charities and initiatives would be provided at a future meeting.

Action: Head of Financial Services & Accounting

GL requested approval to create 3 new funds, including 2 to support Charitable Funds Manager team with administration and one for a specific service. Robert Holcombe (RH), Director of Finance and Procurement, asked regarding the assignment of account managers for new legacy funds. AG advised that the Royal Gwent and Aneurin Bevan legacies would be managed by the Committee, while the Ophthalmology legacy would remain under the relevant directorate due to the terms of the will. The Committee discussed the potential for centralising oversight of legacy funds to improve flexibility and impact, and agreed in principle to adopt this approach, subject to compliance with donor wishes and legal guidance.

The Committee **APPROVED** the creation of the new funds and **NOTED** the update.

CFC/0701/07

Final Accounts and Annual Report for Approval

Gareth Lewis (GL), Head of Financial Services & Accounting, provided the Committee with an overview of the Final Accounts and Annual Report for the year ended 31 March 2025.

GL advised the Committee of the key financial movements for 2024/25. The total carried forward funds decreased to £4.944M, representing a movement of £820K from the previous year. GL commended the finance team for their work in preparing the accounts and facilitating a seamless audit process.

The Committee was advised that 1 adjustment had been identified during the audit, relating to income from training courses that did not take place in 2024/25. As a result, £12K was deferred to 2025/26. Additionally, a timing



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| | <p>adjustment was made to the annual report to remove fundraising income that would be reported in the following year. GL confirmed that these were the only changes between the draft and final accounts.</p> <p>The Committee discussed the report and the audit findings, recognising the excellent work of the finance team and the value of the annual report in demonstrating the impact of charitable funds, including support for staff, volunteers, and patients.</p> <p>The Committee was advised the final accounts and annual report would be presented to the Public Board on 28th January 2026 for final approval, after which they would be submitted to the Charity Commission.</p> <p>The Committee APPROVED the Final Accounts and Annual Report for 2024/25.</p> |
| <p>CFC/0701/08</p> | <p>Annual Accounts Representation Letter 2024/25</p> <p>Gareth Lewis (GL), Head of Financial Services & Accounting provided an overview of the Annual Accounts Representation Letter for 2024/25, as requested by Audit Wales as part of the annual audit process.</p> <p>GL advised that the Letter of Representation was required to provide assurance to the auditors and stakeholders that the trustees of the charity acknowledged and accepted responsibility for the financial statements. The letter confirmed that management accepted responsibility for the accuracy and completeness of the financial statements and that all relevant information had been presented.</p> <p>The Committee was advised that the representative letter would be signed by the appropriate Board member (Chair and Chief Executive) and presented to the Public Board on 28th January 2026, alongside the final accounts and annual report, before submission to Audit Wales.</p> <p>The Committee reviewed the contents of the letter and confirmed that it reflected the responsibilities and assurances required by Audit Wales. No additional representations were requested beyond the standard requirements.</p> <p>The Committee APPROVED the Annual Accounts Representation Letter for 2024/25.</p> |



CFC/0701/09

Charitable Funds 2024/25 Accounts ISA 260 Report

Julie Rees (JR), Audit Wales, provided the Committee with an overview of the ISA 260 report, summarising the findings following the audit of the 2024/25 Charitable Funds accounts.

The Committee was advised that the audit of the accounts had been completed, with only a final check required. The Committee noted all risks identified in the audit plan had been addressed, and there were no significant issues to draw to the Committee's attention. No uncorrected misstatements were reported.

JR advised the Committee that 2 corrections had been made, each for £6K, relating to income that had been recognised in the wrong reporting year. These adjustments were not material in nature and had been reflected in the final accounts. Additionally, a narrative adjustment was made to the annual report to ensure consistency between the wording in the accounts and the disclosure of funds raised.

The Committee noted that the only outstanding item was a final check on the signed accounts after Board approval, including confirmation of any post-balance sheet events. JR confirmed that Audit Wales intended to recommend that the Auditor General issue an unqualified audit opinion on the accounts, with the formal sign-off scheduled for 29th January 2026. The Committee was assured that there were no additional representations required beyond the standard letter of representation.

The Committee expressed its appreciation for the thoroughness and professionalism of the audit and the positive working relationship with Audit Wales.

The Committee **NOTED** the contents of the ISA 260 report.

CFC/0701/10

Funds Available to the Committee

Robert Jones (RJ), Assistant Director of Finance, provided the Committee with an overview of funds available to the Charitable Funds Committee. The report outlined the current balance of general-purpose funds and recent legacy receipts.



The Committee was advised that the general fund represented the amount that the Committee could utilise at its discretion, without consideration of specific legacies or restrictions. After accounting for all commitments, the balance available for discretionary use stood at just over £30K. In addition, the Committee had previously approved the transfer of 2 recent legacies: £8K from a recent legacy received for ABUHB and £12K specifically for Royal Gwent Hospital, both of which were available for the Committee to determine their distribution. These additional funds would increase the total available for discretionary use.

The Committee discussed the report and confirmed their understanding of the available funds and the process for allocating them. No concerns were raised regarding the accuracy or completeness of the report.

The Committee agreed that the balance of £30K, plus the approved legacies, was available for discretionary use and would be considered when reviewing funding bids and grant applications.

The Committee **NOTED** the update on funds available.

CFC/0701/11

Consideration of Bids/Small Grants

Robert Jones (RJ), Assistant Director of Finance, provided the Committee with an overview of the bids/small grant requests for funding.

The Committee discussed previously approving a scheme allowing individuals to engage with Charitable Fund Holders to potentially access charitable funds, providing the request met the purpose and criteria of the relevant fund. Where no suitable funds were available, individuals could apply to the Committee for a small grant or a top-up to secured funding.

RJ outlined the process for reviewing bids, requests were first considered by the Executive Committee to ensure alignment with strategy and to avoid duplication, before being submitted to the Charitable Funds Committee for final approval. RJ noted that a subcommittee was being established to further strengthen the application process and ensure consistency and transparency in decision-making.



The Committee was requested to approve the following applications:-

- 3 Small Grant Scheme applications (each up to £5,000)
- 1 bid requesting approval from a local charitable fund (relating to staffing)
- 2 bids requesting funding from the General Fund, including 1 deferred from the previous meeting

RJ advised the Committee that all 3 small grant applications had been reviewed by the Executive Committee, which found no suitable ring-fenced funds and recommended approval. The Executive Committee also supported the 2 larger bids, subject to the availability of funds.

Nicola Prygodzicz (NP), Chief Executive, confirmed that the Executive Committee had reviewed the core funding requirements and ensured that the bids represented enhancements rather than replacements for NHS core services. NP clarified that comfort items, such as chairs for maternity partners, were considered appropriate for charitable funding, while core clinical equipment was not.

The Committee discussed the principle of supporting bids that provided universal benefit to staff and patients, and the importance of maintaining transparency and fairness through a scoring matrix, which would be included in future reports.

Action: Assistant Director of Finance

RJ highlighted to the Committee the need to monitor the overall financial commitment, noting that approval of the current bids would reduce the available balance in the general fund.

The Committee agreed to receive an update on the status of other funds and deferred applications at the next meeting. **Action: Assistant Director of Finance**

The Committee **APPROVED** all 3 Small Grant Scheme applications and the 2 larger bids.

CFC/0701/12

Administration Charge 25/26



Gareth Lewis (GL), Head of Financial Services & Accounting, provided the Committee with an overview of the proposed administration charge for Charitable Funds for the financial year 2025/26.

The Committee was advised that the administration charge covered the costs of managing charitable funds, ensuring that Health Board revenue budgets were not used to subsidise the charity. The report provided a breakdown of the administration costs for 2024/25 and set out the estimated costs for 2025/26, highlighting key movements and percentage changes.

GL advised the Committee that the main increase in costs related to staff pay awards, with no change in the actual staffing establishment. The administration charge included finance and general administrative costs, Committee time, procurement, audit, accommodation, and utilities. Benchmarking information against other Health Boards was also provided, demonstrating that the proposed charge was reasonable and proportionate.

GL requested Committee approval for the forecast administration costs for 2025/26 of £180K, with flexibility to increase to a revised maximum of £185K should additional costs arise. This approach would avoid the need to return to the Committee for further approval if actual costs exceeded the estimate.

Akmal Hanuk (AH), Independent Member, sought clarification on whether any core funding was received for staff supporting the charity, or if all costs were met from charitable funds. Robert Holcombe (RH), Director of Finance and Procurement, confirmed that the charity funded its own administration, with no support from Welsh Government revenue funding. RJ added that the administration charge as a percentage of annual income was a useful metric, and the Committee had stress-tested scenarios to ensure sustainability.

Alison Griffiths (AG), Charitable Funds Manager, clarified that, unlike some other Health Boards, Aneurin Bevan did not have a dedicated fundraising team, the administration charge related solely to finance and administrative support.



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| | <p>The Committee approved the administration charge for 2025/26, set at £180K with flexibility to increase to a maximum of £185K if required. The Committee noted the benchmarking information and confirmed that all administration costs would continue to be met from charitable funds.</p> <p>The Committee APPROVED the administration charge for 2025/26</p> |
| <p>CFC/0701/13</p> | <p>Legislation Changes</p> <p>Robert Jones (RJ), Assistant Director of Finance, provided the Committee with an update regarding recent changes in legislation relevant to the operation and reporting of charitable funds.</p> <p>The Committee was advised that the draft Statement of Recommended Practice (SORP) for charities, which had been under review, had now been finalised and approved. RJ reminded the Committee that at the previous meeting, a report had been presented outlining the potential impacts of the draft SORP and the anticipated next steps.</p> <p>RJ confirmed that there had been no significant changes between the draft and the final version of the SORP, and therefore, the Committee’s previous assessment and preparations remained valid. RJ advised that the charity continued to fall within the category of a medium-sized charity, which required the production of an annual report and compliance with certain accounting standards. RJ noted that some of the technical changes, such as those relating to lease accounting, were not applicable to the charity’s current operations.</p> <p>The Committee noted that there were no material impacts on the charity’s reporting or operations as a result of the new legislation, and no further action was required at this time beyond ongoing compliance.</p> <p>The Committee NOTED the update on legislation changes.</p> |
| <p>CFC/0701/14</p> | <p>Priority Plan for growing the charity and promoting the benefits/ Benchmarking with other NHS Wales Charites</p> <p>Robert Jones (RJ), Assistant Director of Finance, provided the Committee with an update on the priority plan for growing the charity and promoting its benefits, as well as</p> |



benchmarking the charity's performance against other NHS Wales charities.

RJ outlined the strategic approach to growing the charity, focusing on 3 interconnected areas: strengthening the brand, building awareness, and enhancing fundraising activities. RJ advised that the charity's brand was being refreshed, with a new logo under development in collaboration with the digital team. The Committee agreed that the final decision on the logo would be delegated to a small group comprising of Committee members and the charitable funds team, to avoid unnecessary delays.

Action: Assistant Director of Finance

RJ emphasised the importance of increasing awareness of the charity among staff and the wider community. Plans included the production of a charity magazine, which would be distributed both in print and digitally, at no direct cost to the charity due to advertising revenue. The magazine would highlight the impact of charitable funds and promote fundraising opportunities.

RJ also discussed the introduction of electronic donation devices ("GoodBox") to facilitate cashless giving at events and in hospital settings. The Committee approved the purchase of one device initially, with the option to expand if successful.

The Committee discussed the potential benefits of appointing ambassadors or patrons, including individuals with a public profile, to raise the charity's visibility and credibility. The Committee also supported the idea of launching the refreshed brand and fundraising initiatives at the upcoming Staff and Volunteer Recognition Event in July 2026.

RJ confirmed that a subcommittee had been established to appraise funding bids against agreed criteria, ensuring transparency and consistency in decision-making.

RJ presented the results of a benchmarking exercise comparing Aneurin Bevan charitable funds with those of other NHS Wales organisations. The analysis covered income, expenditure, fund balances, and investment returns.



The Committee was advised that the charity's performance was broadly in line with or slightly better than most comparators, except for one outlier which had received a significant legacy. The benchmarking exercise highlighted the positive impact of having a dedicated fundraising team in some organisations, which correlated with higher income from donations and legacies.

The Committee noted that the charity's expenditure was well distributed across a range of activities, reflecting a strategic approach to supporting both staff and patients. The Committee discussed the potential for further growth through more proactive fundraising and engagement with staff, including participation in events such as the Cardiff Half Marathon.

The Committee agreed that benchmarking provided valuable insights and supported the development of the charity's growth strategy. The Committee endorsed the recommendations to continue developing the brand, increase awareness, and explore new fundraising opportunities.

The Committee approved the ongoing work to refresh the charity's brand and logo, endorsed the production of a charity magazine and the introduction of electronic donation devices. The Committee supported the proposal to launch the refreshed brand and fundraising initiatives at the July 2026 Staff and Volunteer Recognition Event.

The Committee **APPROVED** the Priority Plan for growing the charity and promoting the benefits and **NOTED** the benchmarking with other NHS charities.

CFC/0701/15

Review of Investment Composition and Performance

Antonia Cavalier (AC), CCLA, provided the Committee with an update on the investment composition and performance of the charity's funds managed by Churches Charity Local Authority (CCLA), outlined the recent organisational changes at CCLA's and the implications for the charity.

The Committee was advised that CCLA had recently been acquired by Jupiter, a move designed to strengthen operational capacity and enhance client services. AC assured the Committee that the transition would not affect the charity's experience or the management of its



investments, with the existing team remaining in place and continuity of service expected.

AC advised the Committee that 2025 had been a challenging year for the ethical fund, with performance below expectations. The main reasons for underperformance included a strategic focus on quality companies, which did not align with market trends dominated by AI-related stocks, and a slower exit from certain healthcare holdings. AC acknowledged that the fund had not overweighted AI investments due to concerns about long-term profitability and risk.

The Committee noted the steps taken to address these challenges, including restructuring the investment team for more agile decision-making and diversifying the portfolio with new asset classes to provide greater risk protection. AC emphasised that the ethical fund remained a medium-risk investment, designed to deliver long-term growth and reliable income rather than short-term market outperformance.

The Committee raised questions about the fund's risk profile, the impact of the Jupiter acquisition, and assurances for future performance. AC advised that the fund's risk appetite remained unchanged and that new strategies were being implemented to mitigate losses and improve returns. AC reiterated that the fund's objective was to beat inflation over the long term and provide sustainable income for charitable activities.

The Committee discussed the importance of regular reporting and monitoring of investment performance, especially in light of market volatility and organisational changes. Robert Holcombe (RH), Director of Finance and Procurement, confirmed that the charity's investment contract with CCLA was subject to periodic review and benchmarking, and that options for future investment management would be considered as appropriate.

The Committee agreed to continue monitoring quarterly investment reports and to review the contract and performance at regular intervals. The Committee thanked AC and the CCLA team for their transparency and ongoing support.



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| | <p>Action: Charitable Funds Team.</p> <p>The Committee NOTED the update.</p> |
| <p>CFC/0701/16</p> | <p>Attendance of Current CFC Fund Holders for Slow Moving Funds</p> <p>Gareth Lewis (GL), Head of Financial Services & Accounting, provided the Committee with an update regarding the attendance of current Charitable Funds Committee (CFC) fund holders responsible for slow moving funds. The Committee had previously requested fund holders with large, static balances to attend meetings and provide updates on their plans for utilising these funds.</p> <p>GL reported on two specific funds that had been discussed at the September Committee meeting:-</p> <ul style="list-style-type: none"> <p>F306 RGH Vascular Laboratory: The Committee was advised that the fund holder, had been unable to attend the meeting due to ongoing sick leave. GL, on behalf of the fund holder, provided an update. The fund had not seen any income or expenditure in the past 12 or 36 months. The department was considering using the fund to purchase vascular ultrasound scanning machines and had submitted a bid to the League of Friends charity. The outcome of this bid was expected at the end of February. GL advised that if the bid was unsuccessful, the fund holder would be asked to provide a report on alternative plans for utilising the fund.</p> <p>F831 Gastroenterology Account: The Committee was advised that Sarah Wilson (SW), Directorate Manage, had presented a detailed plan at the previous Committee meeting, including costings and quotes for future expenditure. The Committee noted that this fund was being actively managed and that plans were in place for its use.</p> <p>The Committee discussed the importance of fund holders providing regular updates and presenting their spending plans in person. Paul Deneen (PD), Chair, proposed that, going forward, fund holders should nominate a deputy to attend meetings if they were unavailable, to avoid delays in decision-making.</p> |



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| | <p>The Committee agreed that slow moving funds should be reviewed at the next meeting, with fund holders required to present updates and spending plans. The Committee emphasised that funds not actively managed or utilised could be considered for transfer to general funds to support broader charitable activities.</p> <p>The Committee NOTED the updates on slow moving funds.</p> |
| CFC/0701/17 | <p>Review of Committee Programme of Business</p> <p>The review of Committee Programme of Business was provided to the Committee for information.</p> |
| CFC/0701/18 | <p>2026/27 Committee Dates</p> <p>Rani Dash (RD), Director of Corporate Governance, presented the proposed schedule of Committee meeting dates for the 2026/27 financial year.</p> <p>The Committee was advised that the dates for the 2026/27 Charitable Funds Committee meetings had been identified in collaboration with the finance team. RD confirmed that the scheduling process had taken into account the requirements for timely financial reporting, alignment with the audit cycle, and the need to ensure availability of key members.</p> <p>RD noted that the proposed dates had been circulated to Committee members for comment and that adjustments had been made where possible to accommodate feedback.</p> <p>The Committee NOTED the proposed meeting dates for 2026/27, with the understanding that further adjustments could be made if required.</p> |
| CFC/0701/19 | <p>Items to be Brought to the Attention of the Board and Other Committees</p> <p>Paul Deneen (PD), Chair, summarised that the following key topics should be reported to the Board:-</p> <ul style="list-style-type: none"> • Approval of Annual Report and Accounts: The Committee approved the annual report and final accounts for 2024/25, which were scheduled for presentation to the Health Board for final sign-off and subsequent submission to the Charity Commission. • Audit Wales Findings: The Committee received and accepted the Audit |



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| | <p>Wales ISA 260 report, noting the intention to issue an unqualified audit opinion and the positive outcome of the audit process.</p> <ul style="list-style-type: none"> Funding Decisions: The Committee approved several small grant applications and larger bids, including support for staff and volunteer recognition events and the "Speaking Up Safely" initiative. The Committee agreed to monitor the financial commitments and receive updates on deferred bids at the next meeting. Charity Growth Strategy: The Committee endorsed the priority plan for growing the charity, including brand refresh, increased awareness, and new fundraising initiatives. The Committee supported the launch of these initiatives at the July 2026 Staff and Volunteer Recognition Event. Investment Review: The Committee received an update on investment performance and agreed to continue regular monitoring and review of the investment contract. Slow Moving Funds: The Committee noted the need for fund holders to present updates on slow moving funds and agreed to review these at the next meeting, with the possibility of reallocating unused funds to general purposes. Committee Dates and Governance: The Committee approved the schedule of meetings for 2026/27 and confirmed ongoing compliance with legislative changes. |
| CFC/0701/20 | <p>Any Other Urgent Business</p> <p>There was not any other urgent business.</p> |
| CFC/0701/21 | <p>Date of Next Meeting</p> <p>18th March 2026</p> |

