

PUBLIC Board of Trustee meeting

Thu 23 January 2025, 09:30 - 10:30

MS Teams

Agenda

09:30 - 09:35 **1. Welcome & Introductions**

5 min

Charles Janczewski

09:35 - 09:35 **2. Apologies for Absence**

0 min

Charles Janczewski

09:35 - 09:35 **3. Declarations of Interest**

0 min

Charles Janczewski

09:35 - 09:35 **4. Minutes of the Trustee Meeting held on 24 September 2024**

0 min

Charles Janczewski

 5 - Public BoT minutes 24.09.2024.pdf (6 pages)

09:35 - 09:35 **5. Actions following meeting held on 24 September 2024**

0 min

Charles Janczewski

 6 - Public BoT Action Log.pdf (1 pages)

09:35 - 09:35 **6. Chair's Action taken since last meeting**

0 min

Charles Janczewski

09:35 - 09:35 **7. Items for Approval/Ratification**

0 min

Charles Janczewski

No items.

7.1. Health Charity Annual Report / Financial Accounts 2023/24

15 mins

Rob Mahoney / Helen Lawrence

 7.1.1 - Approval of Charity Annual Report and Accounts 2023-24.pdf (3 pages)

 7.1.2 - Health Charity Annual report 2024 V5.5 (1).pdf (50 pages)

 7.1.3 - CVUHB FHOT Audit of Accounts Report 2023-24 FINAL (1).pdf (30 pages)

7.2. WAO Comment on 2023/24 Annual Report

10 mins

Mark Jones

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09:35 - 10:10 8. Items for Review and Assurance

35 min

8.1. Charitable Funds Financial Position Report for the 2024-25 Period to Date

10 mins

Rob Mahoney

- 8.1.1 - Financial Paper January Trustees.pdf (5 pages)
 - 8.1.2 - Cashflow (Attachment 1).pdf (1 pages)
 - 8.1.3 - General Fund - Closing the Gap Projection Attachment 2.pdf (1 pages)
-

10:10 - 10:10 9. Items for Noting and Information

0 min

Charles Janczewski

No items.

10:10 - 10:10 10. Any Other Business

0 min

Charles Janczewski

10:10 - 10:10 11. Private Items

0 min

Charles Janczewski

- i) Private Minutes from 24.09.2024*
 - ii) Rookwood Disposal Proposals*
 - iii) More Partnership Review Presentation and Q&A*
 - iv) Update on General Fund Deficit Actions*
-

10:10 - 10:10 12. Review of the Meeting & Confirmation of Any Actions

0 min

Charles Janczewski

10:10 - 10:10 13. Date and time of next meeting:

0 min

Charles Janczewski

8th May 2025: 10am via MS Teams

*Chilcott, Rachel
04/02/2025 15:23:20*

Minutes of the Board of Trustee Meeting
Thursday 24 September 2024
Via MS Teams

Please click here to view the meeting: [Board of Trustees Meeting 24.09.2024 - YouTube](#)
(Please note that if the link does not work, you can copy and paste the URL into your browser).

Chair:		
Ceri Phillips	CP	UHB Vice Chair
Present:		
Rebecca Aylward	RA	Deputy Director of Nursing
Paul Bostock	PB	Chief Operating Officer
Joanne Brandon	JB	Director of Communications, Arts, Health Charity and Engagement
Emma Cooke	EC	Interim Executive Director of Therapies and Health Sciences
Marie Davies	MD	Interim Executive Director of Strategic Planning
David Edwards	DE	Independent Member - ICT
Akmal Hanuk	AH	Independent Member - Community
Mike Jones	MJ	Independent Member – Trade Union
Robert Mahoney	RM	Deputy Director of Finance
Sara Moseley	SM	Independent Member – Third Sector
Matt Phillips	MP	Director of Corporate Governance
Catherine Phillips	CP	Executive Director of Finance
Susan Lloyd-Selby	SLS	Independent Member – Local Authority
Richard Skone	RS	Interim Executive Medical Director
David Thomas	DT	Director of Digital & Health Intelligence
Rhian Thomas	RT	Independent Member – Capital and Estates
Secretariat:		
Nathan Saunders	NS	Senior Corporate Governance Officer
Apologies:		
Claire Beynon	CB	Executive Director of Public Health
Rachel Gidman	RG	Executive Director of People and Culture
Charles Janczewski	CJ	UHB Chair
Suzanne Rankin	SR	Chief Executive Officer
Jason Roberts	JR	Executive Nurse Director
John Union	JU	Independent Member - Finance

BT 24/09/001	Welcome & Introductions (click to view)	Action
	The UHB Chair welcomed everyone to the meeting in English and Welsh.	
BT 24/09/002	Apologies for Absence (click to view) Apologies for absence were noted.	
BT 24/09/003	Declarations of Interest No declarations of interest were raised.	
BT 24/09/004	Minutes of the Board of Trustee Meeting held on 9 May 2024 (click to view) The minutes of the Board of Trustee Meeting held on 9 May 2024 were received. The Executive Director of Finance (EDF) raised 2 amendments. The Board of Trustee (the Trustees) resolved that:	

	<p>a) The minutes were approved as an accurate and true record of the meeting held on 9 May January 2024 pending the amendments raised by the EDF.</p>	
BT 24/09/005	<p>Action Log following the Meeting held on 24 January 2024 (click to view)</p> <p>The action Log was received and all actions were discussed.</p> <p>The Trustees resolved that:</p> <p>a) The Action Log was noted.</p>	
BT 24/09/006	<p>Chair's Action taken since last meeting</p> <p>No Chair's Actions had been taken since the last meeting.</p>	
BT 24/09/007	<p>Charitable Funds Financial Position Report for the period ending 31st July 2024 (click to view)</p> <p>The Charitable Funds Financial Position Report for the period ending 31 July 2024 was received.</p> <p>The Deputy Director of Finance (DDF) presented the report and highlighted two key issues:</p> <ul style="list-style-type: none"> • The value of the Charitable Funds had decreased by £0.004m from 1st April 2024 to 31st July 2024. This incorporated net expenditure of £0.078m over income offset by an increase in the Investment Portfolio value of £0.074m. • The General Reserve was currently in deficit, which with remaining commitments, was forecast to be in deficit by £0.715m at 31st March 2025. <p>The DDF highlighted the following:</p> <ul style="list-style-type: none"> • Table 1 within the report summarised the financial position of the Charity for the period to 31st July 2024 • Table 2 in the report compared the current income performance (£594k) to previous years (£448k and £367k). However, this year's figure was inflated by a significant legacy, and the underlying income position was a lot less than previous years. <p>It was noted that the General Fund's main issue was the difficulty in redirecting income to it, although the decrease in income primarily affected other funds among the 300 total funds.</p> <ul style="list-style-type: none"> • It was noted that table 3 within the report provided the Summary Balance Sheet as of 31st March 2024, which illustrated that the balance sheet had decreased by £0.004m. 	

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	<ul style="list-style-type: none"> • Cashflow forecast - £400k had been realised from the investment portfolio to May 2024. Based on current spending plans and trajectories, it was projected that a further cash release from investments of £250k may be required to further support the cash position to the end of the financial year. It was anticipated that the Charity would request £125k in October 2024, with the possibility of a further £125k later in the financial year. <p>The DDF advised the Trustees that the General Fund had been closed to new applications for funding for some time, but noted that table 5 detailed outstanding commitments still to be funded.</p> <p>He added that the value of the General Fund was projected to continue to decline with an increase in deficit over the coming years and noted that the Task & Finish Group (T&FG) had been tasked to consider options to address the financial stability of the Funds Held on Trust. In addition, the group had commissioned external consultants called 'Moore Partnership'.</p> <p>It was noted that the Director of Communications, Arts, Health Charity and Engagement (DCAHCE) had been tasked with developing a plan to return the General Fund to a recurrent surplus position.</p> <p>The DDF concluded by highlighting the key points for attention which included:</p> <ul style="list-style-type: none"> • The performance of the investment portfolio which currently supported the General Fund balance. • The staff recharges to the General Fund • The impact on the Funds Held on Trust cashflow arising from the investment portfolio and the staff recharges. <p>He added that the paper identified that the General Fund was forecast to be £0.715m in deficit by year end but noted that it was likely to be closer to £0.730m</p> <p>It was noted that the Charitable Funds Committee would receive a separate option appraisal paper outlining broad options to return the General-Purpose Fund to financial balance.</p> <p>The Trustees resolved that:</p> <ol style="list-style-type: none"> a) The financial position of the charity was noted b) The performance of the investment portfolio was noted c) The over commitment of the General Reserve was noted d) The development of a longer-term plan to reduce the deficit on the General Fund Reserve was noted. 	
<p>BT 24/09/008</p> <p><i>Copyright: Rachel 17/02/2025 15:23:20</i></p>	<p>Independent Review of the Health Charity (click to view)</p> <p>The Independent Review of the Health Charity was received.</p>	

The DCAHCE advised the Trustees that the paper provided an update on one of the actions which had arisen from the Charitable Funds Committee and Task & Finish Group proposals for its short and long-term plans to address the deficit position of the General Reserves Fund and the Health Charity sustainability.

She added that as part of the action, the Team had agreed to Action agreed to engage the services of an external independent consultant with specialist knowledge of healthcare charities, to conduct a full review of the Health Charity, Finance and Governance functions, and current financial operational model.

It was noted that the Director of Corporate Governance (DCG) and the DCAHCE had worked with finance and procurement colleagues on the commissioning of that external consultant, with an anticipated timescale for the review to be undertaken from September 2024 – December 2024.

The DCAHCE outlined the proposed scope of the review which included:

- Foundations for a robust Fundraising Strategy
- Prioritised fundraising activities which would need to be aligned with the Health Charity's draft strategy.
- Unrestricted income growth opportunities
- Resource allocation
- Governance Review
- A review of the current operating model in line with the requirement for long-term sustainability

She concluded that a number of meetings had been held with Moore Partnership which would reported back to the T&FG and then to the Charitable Funds Committee to ensure that everything was on track and meeting the needs, aims and objectives as part of the review into the Health Charity.

The Independent Member – Community (IMC) asked how long the report would take to come back to the Trustees.

The DCAHCE responded that work had already begun with Moore Partnership and noted that interviews would start in October 2024 meaning that a report could be received by the Trustees at the next meeting held in January 2025.

The UHBVC noted that it was a key piece of work in terms of ongoing development of the Health Charity and accepted that an update report would be received in January 2025 for the Trustees to review in depth.

The DCAHCE responded that the report in January 2025 would provide a series of recommendations.

The Executive Director of Finance (EDF) added that the draft information would be received by the Charitable Funds Committee in December 2024 to obtain support and to think about how that would then feed back in to the Board of Trustees.

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	<p>The Trustees resolved that:</p> <p>a) The progress report for information and assurance was noted.</p>	
<p>BT 24/09/009</p>	<p>New CRM Provider and Operating License Update (click to view)</p> <p>The New CRM Provider and Operating License Update was received.</p> <p>The DCAHCE advised the Board of the following:</p> <ul style="list-style-type: none"> • Progress and Challenges <ul style="list-style-type: none"> - The team had signed a contract with DonorFlex, the only company in the UK that provided both CRM and operating license services required for the lottery. - The transition to the new system would require significant time and capacity from the Health Charity team. • Legal and Technical Requirements: <ul style="list-style-type: none"> - Extensive scoping was needed to understand the size and scale of the task, involving multiple teams including governance, procurement, and finance. - Legal advice was obtained from Withers Worldwide to navigate the complexities of the operating license - An information security report from a cyber perspective was still required to complete the remote gambling operator license. • Timeline and Implementation: <ul style="list-style-type: none"> - The team aimed to have the operating license fully completed by December 2024, with full implementation of the new lottery expected by January 2025. It was noted that it was a conservative estimate due to the various moving parts and dependencies. • Monitoring and Updates <ul style="list-style-type: none"> - The progress of the CRM provider procurement and operational license application would be updated to the Charitable Funds Committee in December 2024 <p>The Director of Digital & Health Intelligence (DDHI) advised the Committee that one further challenge remained for the operating license which was completing an information security report from a cyber perspective.</p> <p>He added that it was required because the organisation had moved to a remote gambling operator license and so the current reports on their cyber posture may not be sufficient, so a further audit may be needed.</p> <p>It was noted that the Team had six months from the granting of the license to complete this.</p> <p>The CC asked about the timeline for the operating license application, expressing concern about potential delays.</p> <p>She asked if there had been any proactive engagement with the Gambling Commission to understand their time scales and to give them a heads-up about the upcoming application.</p> <p>The DCAHCE responded that the Health Charity Team had been regularly linking in with the Gambling Commission and asking questions to try and avoid</p>	

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	<p>the need for legal advice. However, the Gambling Commission typically recommended taking independent advice.</p> <p>She added that the operating license process was incremental, requiring the completion of each section before moving to the next and noted that the organisation was slightly different because it did not have shareholders, which affected some parts of the license application.</p> <p>The Trustees resolved that:</p> <p>a) The progress of the procurement of a replacement CRM provider and operational licence application was noted.</p>	
BT 24/09/010	<p>Any Other Business</p> <p>No other business was raised.</p>	
BT 24/09/011	<p><u>Items being received at the private meeting:</u></p> <ul style="list-style-type: none"> • <i>Private Minutes from 09.05.2024</i> • <i>Organisational Change Process (OCP) - Transition Plan</i> • <i>Rookwood Hospital – Update</i> 	
	<p>Date & Time of Next Meeting</p> <p>Tuesday 23 January 2025 Time 10am MS Teams</p>	

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Action Log
Following Board of Trustee Meeting held on
24 September 2024
(Updated for January 2025 Meeting).

MINUTE REF	SUBJECT	AGREED ACTION	LEAD	DATE	STATUS/COMMENT
Actions Completed					
BT 24/09/008	Independent Review of the Health Charity	Update to be provided on the Independent Review of the Health Charity / MORE Partnership following CFC meeting held 10.12.2024	Catherine Phillips	23.01.2025	COMPLETED <i>On the Forward Plan for January's Private BoT meeting</i>
Actions referred <u>to/from</u> Committees of the Board/Board Development					
BT 24/09/008	Independent Review of the Health Charity	Draft information to be received by the Charitable Funds Committee in December 2024 to obtain support and to think about how that would then feedback into the Board of Trustees.	Catherine Phillips	10.12.2024	COMPLETED <i>On the Forward Plan for December's Private CFC meeting</i>
BT 24/09/007	Charitable Funds Financial Position Report	Charitable Funds Committee to receive a separate option appraisal paper outlining broad options to return the General-Purpose Fund to financial balance.	Catherine Phillips / Rob Mahoney	10.12.2024	COMPLETED <i>On the Forward Plan for December's CFC meeting</i>

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Report Title:	Charitable Funds Annual Report and Accounts 2023/24			Agenda Item no.	7.1
Meeting:	Board of Trustees Meeting	Public	x	Meeting Date:	23/1/2025
		Private			
Status:	Assurance	Approval	x	Information	
Lead Executive:	Executive Director of Finance				
Report Author:	Assistant Director of Finance				

Main Report

Background and current situation:

Cardiff and Vale Health Charity is the official charity and working/trading name of Cardiff and Vale University Health Board General Purposes Charitable Fund, Charity Registration Number 1056544.

Cardiff and Vale University Health Board holds Charitable Funds as sole corporate trustee, and the board members of the Health Board are jointly responsible for the management of those charitable funds. The Health Board exercises this responsibility through a Board of Trustees. The management of Charitable Funds is a delegated responsibility from the Board of Trustees to the Charitable Funds Committee.

Neither the final audited version of the Annual Report or the ISA 260 report from Audit Wales have been reviewed by the Audit and Assurance Committee or the Charitable Funds Committee as the audit has only recently been completed and therefore these documents were not available in time for its last meeting.

The Board of Trustees are asked to receive, and consider for approval, the Health Charity Annual Report 2023/24 incorporating the final accounts, the response provided to the audit enquiries to those charged with governance and management, the Letter of Representation and the ISA 260 Audit Report.

These documents are included as follows:

- Cardiff and Vale Health Charity Annual Report 2023/24 (incorporating the Final Accounts).
- The response given to the audit enquiries to those charged with governance and management.
- ISA 260 Audit Report (which includes the Letter of Representation).

Executive Director Opinion and Key Issues to bring to the attention of the Board/Committee:

The Board of Trustees are asked to approve the Health Charity Annual Report and associated documents. Assurance can be provided on the accuracy of the Annual Report, including the Annual Accounts and associated documents by:

- The work that has been completed by Audit Wales in determining that the Health Charity's Annual Report and Accounts give a true and fair view
- The Letter of Representation to be sent to Audit Wales
- The response given to the audit enquiries to those charged with governance and management which has been endorsed by the Chair, Interim Chief Executive, Chair of the Charitable Funds Committee, Chair of the Audit and Assurance Committee, Director of Governance and Director of Finance

The Auditor General is scheduled to certify the Annual Report incorporating the accounts on 24th January 2024, subject to The Board of Trustees meeting approval.

The Annual Report of the Charity has been prepared in accordance with recommended practice. These have been subject to external review by Audit Wales. Their assessment is detailed in the ISA 260 report which includes their opinion, findings and recommendations.

This report concludes that the annual accounts shows a true and fair view for the financial year 2023/24.

During the course of the audit there were a number of misstatements and errors identified. The corrections made to the accounts are detailed in the ISA 260 report.

The key point to note in the accounts are:

- The overall value of the Charity as at 31st March 2024 has decreased from an opening balance of £10.259m to £9.354m
- This movement of £0.905m is represented by net expenditure of £1.068m, investment gain of £0.246m and indexation of (£0.0825m)

Finally, two recommendations were raised in relation to the accounts under matters arising, both related to potential over disclosure:





- Members must ensure that they disclose all interests in accordance with the guidance in a timely manner. Only interests which represents significance influence should be declared to avoid over disclosure
- The charity should only disclose the audit fees under note 10 (Allocation of support costs), rather than duplicate information in note 12 (Auditors remuneration)

Recommendation:

The Board of Trustees is asked to:

- **CONSIDER** the Cardiff and Vale Health Charity Annual Report for 2023/24, the response provided to the audit enquiries to those charged with governance and management, the Letter of Representation and ISA 260 Report from Audit Wales.
- **RECOMMEND** the approval of the Charity’s Annual Report 2023/24, based on the assurances given and the recommendation of Audit Wales.
- **CONFIRM** the statement made in the Letter of Representation to the Auditors and recommend approval of this document.

Link to Strategic Objectives of Shaping our Future Wellbeing:

 <p>Putting People First</p> <p>1.</p> <p>Click the objective above to view more detail.</p>	 <p>Providing Outstanding Quality</p> <p>2.</p> <p>Click the objective above to view more detail.</p>	<p>X</p>
 <p>Delivering in the Right Places</p> <p>3.</p> <p>Click the objective above to view more detail.</p>	 <p>Acting for the Future</p> <p>4.</p> <p>Click the objective above to view more detail.</p>	

Five Ways of Working (Sustainable Development Principles) considered									
Prevention	x	Long term	x	Integration		Collaboration	x	Involvement	x
Quality Impact Assessment Completed?									
Yes – <i>(please provide completed QIA document)</i>		No – <i>(Please provide reasoning, e.g. not required)</i>			n/a				
Impact Assessment:									
Risk: No									
Safety: No									
Financial: Yes									
The Annual Report incorporating the Annual Accounts is the key statutory financial document reporting the financial performance of the Charity.									
Workforce: No									
Legal: No									
Reputational: Yes									
The preparation, submission and publication of Cardiff and Vale Health Charity’s Annual Accounts supports the reputation of the Charity to maintain proper accounting systems.									
Socio Economic: No									
Equality and Health: No									
Decarbonisation: No									
Welsh Language: No									
Approval/Scrutiny Route <i>(please note anywhere else this paper has been before)</i>:									
Committee/Group/Exec		Date:							

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Cardiff & Vale Health Charity Annual Report 2023-2024



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Introduction

We are pleased to welcome you to the Cardiff & Vale Health Charity Annual Report 2023 - 2024.

As we reflect on the past year, it is evident that Cardiff & Vale Health Charity has remained steadfast in its commitment to supporting Cardiff and Vale University Health Board in the delivery of healthcare and well-being services to our community.

This annual report captures not just our achievements but also the resilience and adaptability of our team, partners, and supporters in the face of unprecedented challenges.

The cost of living crisis has cast a long shadow over many aspects of daily life, affecting the most vulnerable among us. Like all charities, the Health Charity is facing economic challenges. Rising costs post pandemic have strained household budgets and adversely impacted donations and income activity for charities across the UK. As such, the Health Charity has needed to review its current and future size, scale and capacity.

Throughout the year, the Health Charity has continued to deliver essential support to those in need, thanks to the hard work and commitment of team members, and the incredible generosity of our dedicated fundraisers, volunteers, supporters and partners.

As a Board of Trustees and Charitable Funds Committee, we have requested a review based upon the current financial position and we will be in a position to update further on how we are addressing these challenges and creating a longer term more sustainable position.

To all the Health Charity donors, colleagues and members of the public who give so generously, thank you all for your continued support.



Charles (Jan) Janczewski
Chair of the Health Charity Trustees



John Union
Chair of the Charitable Funds

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Highlights



GIG
CYMRU
NHS
WALES



NHS @ 75 celebrations

In 2023, the NHS celebrated an incredible 75 years of providing healthcare services throughout the United Kingdom, and colleagues in the Health Charity Arts for Health and Wellbeing Teams proudly joined in with the celebrations. With the help of donations into the Make It Better and Arts Funds, we supported wards and departments across the Health Board to deliver a variety of events to mark this wonderful milestone event.

Events included:

- “Big Tea” Parties in wards across the Health Board
- Live Music performances at University Hospital Llandough and Cardiff Royal Infirmary
- Nominate a Portrait Competition.
- Masters Students at the University of South Wales created a bespoke performance for patients and staff within Mental Health Services for Older People at University Hospital Llandough.



Your donations

Total Income 2023/24
£1.529m

Cardiff & Vale Health Charity employs a diverse range of fundraising methods to support its mission of enhancing patient care and wellbeing. These include individual donations, community fundraising events, corporate partnerships, Gifts in Wills and grant funding. Each of these plays

a crucial role in generating funds to support the delivery of healthcare and wellbeing projects and initiatives across Cardiff and Vale University Health Board.

We are extremely grateful to everyone who has donated, fundraised, supported and sponsored us with their incredible kindness and generosity in the page year.

The dedication and commitment of the fundraising team and external partners allows us to provide continuous support for hospitals and community services within Cardiff and the Vale of Glamorgan.

Fundraising Events

The variety of fundraising activities and events that take place throughout the year, never fails to amaze us, and the following are just a snapshot of these:

Fearless Fundraisers

Congratulations to the amazingly brave fundraisers who took to the skies this year, to raise money for causes close to their hearts

The Children and Youth Board Fundraising Team – completed their long awaited skydive after months of unpredictable weather. The group was finally able to fly through the sky, raising funds for the Youth Board and children across Community Child Health.

Olivia, Jack, Charlie and Anais – took to the skies in memory of their beloved nan, Anita, who suffered a traumatic brain injury in 2022. Sadly, Anita did not recover.

The team of four wanted to thank Cardiff and Vale University Health Board for the excellent care Anita received and were proud to raise funds in her memory.



Stockholm Marathon - June 2023

Owain Wilkins ran the Stockholm Marathon, raising funds for the Haematology Unit at the University Hospital of Wales, in memory of his beloved mum, Gaynor. Owain raised funds to support the wonderful staff that cared for his mum, and to assist others facing a similar experience.



Cardiff Half Marathon - October 2023

In memory of Greg Lloyd - A team of 120 runners, led by family members, participated in the Half Marathon, in memory of Greg, who sadly passed away suddenly. This heartfelt tribute to Greg, also raised funds for the research and prevention of sudden cardiac arrests.



The Neuroners - colleagues from the Community Brain Injury Team took part in the Cardiff Half Marathon, to help raise funds for the Prop Appeal, in support of Brain Injury Rehabilitation patients and their families. The funds raised have supported patient wellbeing through the purchase of additional equipment and enriching experiences.



Celebrating and fundraising in style

In October, 2023, Ceri Phillips, Chair of CAVUHB joined us to help celebrate the amazing work of our colleagues at the Neurosciences & Spinal Rehabilitation Unit at University Hospital Llandough, and the generous support of fundraisers of the Prop Appeal at the **PROP Blue Tie Ball**, held at the Coal Exchange, Cardiff.



The **Pink Tie Gala Dinner**, held in December to raise funds for the Breast Centre, University Hospital Llandough, was an unforgettable evening of elegance and generosity, and we were delighted to be joined by the new patron of the Breast Centre Appeal, Actor Suzanne Packer.



Ending the year on a high note

A **Christmas Wreath Making Workshop** took place to raise money for the Arts for Health and Wellbeing Programme.

Everyone enjoyed mince pies and hot chocolate, whilst listening to Christmas music and making their beautiful wreaths.



We launched the **Shine Bright Event** at University Hospital Llandough to raise funds for "Our Health Meadow".

Cogan Primary School choir brought along the Christmas cheer with an array of songs, and the Chair of the Charitable Funds Committee, John Union joined in the Christmas celebrations.



Greener Communities Fund to support Grow Cardiff

Cardiff & Vale Health Charity was delighted to be awarded a grant to support Grow Well, a green social prescribing project at therapeutic community garden sites across Cardiff. The grant is part of a total of nearly £1.2million allocated to create and improve green spaces across the UK, thanks to a new Greener Communities Fund from environmental charity Hubbub and NHS Charities Together, funded by proceeds from the Starbucks 5p cup charge.

The Health Charity was one of ten NHS charities, and the only one in Wales, chosen as a recipient of these funds to help improve the health and wellbeing of local people and communities, including NHS staff. The benefits of the projects include improved mental health, reduced social isolation and access to healthy diets, as well as a positive impact on the local environment. The projects also facilitated improvements to community spaces and increased access to nature for people with limited opportunities, such as hospital patients and visitors, people living in urban communities or specific community groups.

This is an ongoing two year project, and during the first year, an example of the engagement activities for the Grow Well Project have included:

- 124 weekly therapeutic growing sessions across the 3 Grow Well community garden sites enabling patients and self-referrals to engage in therapeutic community garden activities, co-designing the different gardens, building beds, seed sowing, planting out, watering harvesting as well as arts and crafts in the garden, cooking, building and wildlife feeding and habitat creation. Hosting regular sessions with the Probation Community Payback team who

have supported the installation of much of the new physical landscaping features across the three Grow Well gardens, Delivery of the 'Creative Grow Well' project to ensure patients who struggle with the cold, remain engaged in indoor, nature-based creative activities over the coldest winter months.



Ways to Donate and Support Our Services

Make it Better Fund

Many donors and fundraisers choose to make a general donation to the Health Charity's Make it Better Fund. By working closely with clinical colleague leads, we can ensure unrestricted funds are directed where they are needed most. Whether to enhance patient care or support the wellbeing of hard-working colleagues, who care for loved ones, we will diligently manage all donations so they are used to provide the best support possible.

Charity Partner or Charity of the Year

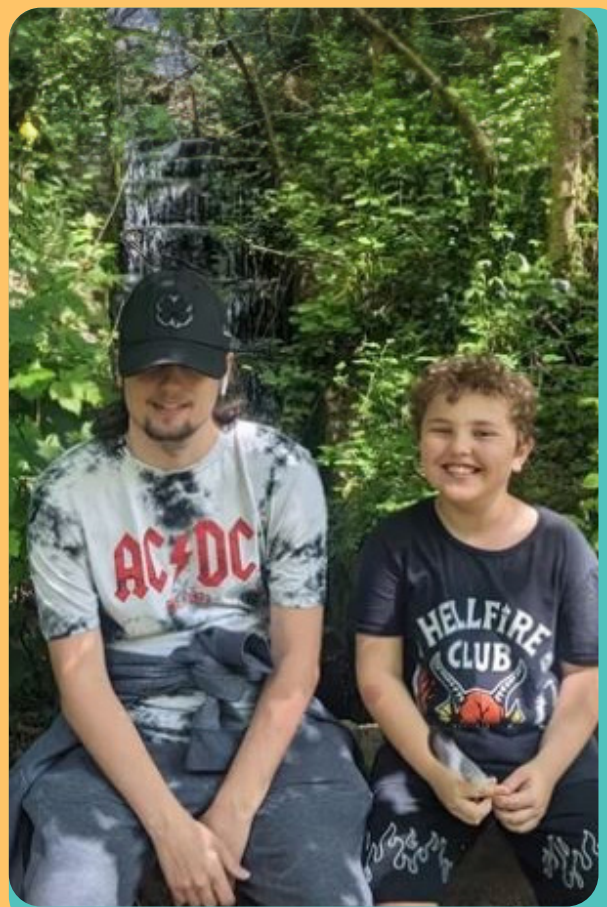
Becoming a charity partner is a fantastic way of contributing to a good cause and getting your work colleagues together to have some fun. Hundreds of businesses have donated valuable skills, time and money to the Health Charity over the years and we appreciate every penny they have raised.

Dedicated Funds donations

We understand that some donors choose to support a service or department which they and their loved ones have personal experience of. A wonderful example of this are the amazing fundraisers pictured, who have raised funds for Paediatric Cardiology Services.

Zac and Carter's fundraiser

Brothers Zac and Carter embarked on an inspiring journey in January, walking 234 kilometres - the equivalent of two ultra-marathons. What makes this challenge even more remarkable is that both brothers live with heart conditions.



Leaving a Gift in Your Will

We are extremely grateful to all donors who choose to remember Cardiff and Vale UHB in their will. Leaving a gift in your will requires no immediate financial commitment, however the kindness and generosity of those who do, leave a lasting legacy to help others through healthcare services in the future.

Supported by
Gifts in Wills
Cefnogrif gan
Rhodd mewn Ewyllys



legacy Income 2023/24
£206,453

Some of the Gifts In Will donations we received this year have benefitted a variety of services across the Health Board, including:

- Asthma Services
- Nephrology & Transplant
- Spinal Injuries Unit, UHL
- General donations to enhance patient care and staff wellbeing across the Health Board and support research and development at University Hospital of Wales and University Hospital Llandough



How we've spent your donations

South Asian Celebratory Afternoon Tea

We were delighted to support the South Asian Celebratory Afternoon, to commemorate, mark and celebrate South Asian cultures, heritage and communities. CAVUHB has a thriving cultural diversity, and a significant portion of our dedicated workforce carries the legacy of South Asian heritage. The event was held to express gratitude and bring awareness to the huge contribution South Asian communities make to healthcare services across Cardiff and the Vale of Glamorgan



Malawi

Optometry students on placement at Cardiff and Vale University Health Board, undertook a meaningful journey to Malawi in South Eastern Africa. The lead tutor, Pete Hong, works in the Ophthalmology Team at University Hospital of Wales and at Cardiff University. Their mission was to conduct sight tests and provide education to registrars. This initiative received partial support from the Ophthalmology Fund, one of the charitable funds held within Cardiff & Vale Health Charity.



Awards

Our Health Meadow

This year, Our Health Meadow at University Hospital Llandough was chosen as a runner-up in the NHS Forest 2023 awards category for

“pioneering use of green space by healthcare professionals.”

The Awarding Committee said,

“We loved hearing about the Our Health Meadow project and were really impressed with the number of people who have been directly engaged by it.”

Cardiff and Vale University Health Board is developing an innovative space at its University Hospital Llandough site.

Our Health Meadow – Ein Dôl Iechyd brings to life the vision of a community orchard to the fields surrounding the site. Our goal is to establish an ecological community health park which aims to benefit wildlife, plants and people through positive human environment interaction. Our Health Meadow - Ein Dôl Iechyd has already benefited hundreds of patients, staff, visitors and the wider community.



Staff Lottery Scheme

The Staff Lottery continues to grow and we are extremely grateful to our amazing colleagues who participate in the Health Charity's monthly Staff Lottery

The Lottery provides a fantastic opportunity each month for four lucky colleagues to win £1,000, but in 2023, we also held two "mega draws" including £7k in May and £23k in November!

Income received into the Charity via the Lottery and administered by the Staff Lottery Bids Panel, provides support to a wide variety of needs across the Health Board. Some of these are highlighted here:



Sensory Soothing Project

The Liaison Psychiatry for Older People (LPOP) recently launched the Sensory Soothing Project, supporting patients experiencing acute mental health issues on medical wards, through the provision of sensory and therapeutic items and activities.



HMP Cardiff Improvements

The Healthcare Department at His Majesty Prison Cardiff, underwent a transformation with the installation of welcoming wall vinyls.

Cardiff & Vale Health Charity were delighted to support this project, as it aims to directly improve patient and staff wellbeing within the prison's healthcare services, delivered by NHS colleagues. Recognising this is a high-pressure environment, the charity acknowledged the significant impact that improved indoor spaces and ambiance can have on the daily lives of colleagues and patients, contributing to a more relaxed and cheerful environment.



Football Group

The Community Mental Health department runs a football group for its patients. In order to ensure the group is properly hydrated during exercise, funding was provided for the purchase of some water bottles and in addition some new training bibs were also provided.



Nordic Walking Groups

Members of the Nordic Walking Groups include people living with joint pain, who have participated in and graduated from the Enabling Self-management and Coping with Arthritic Pain using Exercise (ESCAPEE) pain rehabilitation programme, delivered by the Living Well Service. Staff Lottery funding allowed the group to purchase additional walking poles, enabling the activity to be introduced to various localities across Cardiff and the Vale, providing increased access for patients to this hugely beneficial activity.

Stepping Stones

Funding was provided to support the printing of the Stepping Stones toolkit designed by the Live Well Co-Production Group.

The Live Well Co-Production Group brings together members from all walks of life, sharing a vision to transform health, wellbeing and experience, for those living with long-term conditions. They apply a collaborative approach which achieves outcomes that matter, underpinned by mutual trust, respect and collective responsibility, within a safe, inclusive, participatory environment.



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The Way Forward...

Thank you for your wonderful support and generosity in 2023-24.

In the coming year, we will continue to work alongside the Health Board as it reviews and redevelops the framework of healthcare services to meet the needs of the community of Cardiff and the Vale of Glamorgan.

We will align this with a review of the Health Charity Strategy 2020-2025, to ensure that we deliver the Charity's main aim of: "Going above and beyond NHS services for the benefits of patients, staff and communities". To find out more, visit:

<https://healthcharity.wales/Strategy.2020-2025>

You can find out more about Cardiff & Vale Health Charity and ways to support Cardiff and Vale University Health Board through donations, fundraising, or volunteering by visiting our website. www.healthcharity.wales



www.healthcharity.wales



#TeamHealthCharity
Find us @health_charity

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Annual Accounts

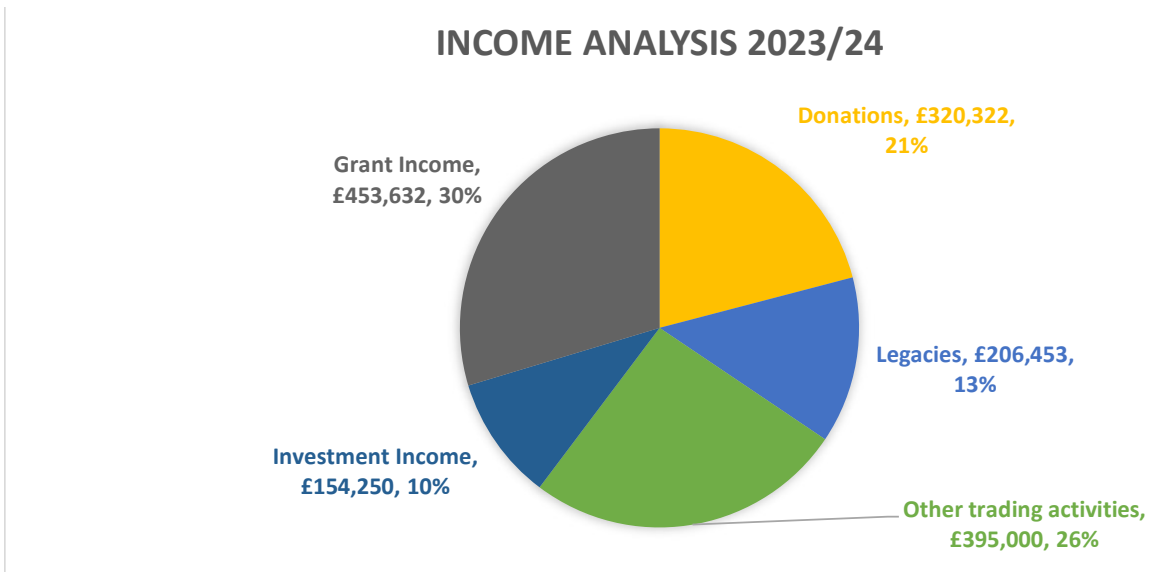
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Financial Achievements and Performance

Income Summary

Incoming resources for the year 2023-24 totalled £1.529 m which represents a decrease of £0.674m from the previous financial year.

The Charity's income was generated from donations, legacies, investment income and other trading activities.



Donations (21% - £0.320m)

The Charity is very grateful to have received donations of £0.320m to help us achieve our goals and objectives.

Legacies (13% - £0.206 m)

The Charity received £0.206m in legacies. We are extremely grateful to those individuals who remembered our wards and departments in their will.

Other Trading Activities (26 % - £0.395m)

The Charity generated £0.305m from the Cardiff and Vale Staff Lottery and a further £0.090m from other trading activities.

Investment Income (10% - £0.154m)

Dividends and interest from the Charity's Investment Portfolio was £0.154m.

Grant Income (30% - £0.454m)

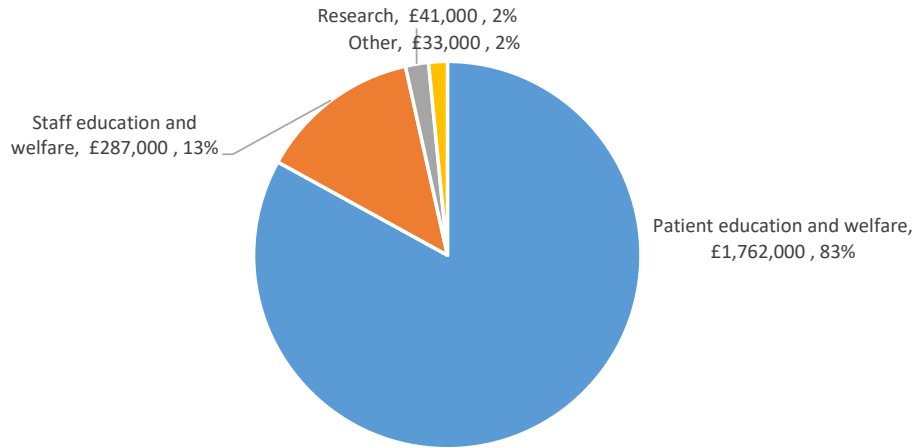
The Charity received £0.454m in grants from external organisations.

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Expenditure Analysis 2023/2024

In 2023/2024 expenditure on charitable activities was £2.123m This included patient education and welfare, staff education and welfare, research and other items.

EXPENDITURE ANALYSIS 2023/24



Investments and performance

During 2023/2024 the charity had market value gains of £0.246m.

Overall financial position

The overall value of the Charity as at 31st March 2024 has decreased from an opening balance of £10.259m to £9.354m. This movement of £0.905m is represented by net expenditure of £1.068m, investment gain of £0.246m and indexation of (£0.0825m).

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Cardiff and Vale University Local Health Board Charities Accounts 2023 / 2024

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 (FRS102) issued on 16 July 2014 and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

Statutory Background

The Cardiff and Vale University Local Health Board is the corporate trustee of the charity under paragraph 16c of Schedule 2 of the NHS and Community Care Act 1990.

The Trustees have been appointed under s11 of the NHS and Community Care Act 1990.

Main Purpose of the Funds Held on Trust

The main purpose of the charity is to apply income for any charitable purposes relating to the National Health Service wholly or mainly for the services provided by the Cardiff and Vale University Local Health Board.

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Structure, Governance and Management

The Charity

The Health Charity was created on 3rd June 1996 by Declaration of Trust and following reorganisations of health services, was amended by Supplementary Deed on 12th July 2001 and 2nd December 2010. Cardiff and Vale University Local Health Board (UHB) is the Corporate Trustee for the Health Charity. The UHB delegates responsibility for the management of the funds to the Charitable Funds Committee. The aim of the Corporate Trustee (Trustee) is to raise and use charitable funds to provide the maximum benefit to the patients of Cardiff and Vale UHB and associated local health services in Cardiff and the Vale of Glamorgan, by supplementing and not substituting government funding of the core services of the NHS.

Registration

The Charitable Funds held by the Cardiff and Vale NHS Trust transferred to the Cardiff and Vale UHB by virtue of Statutory Instrument 2009 No. 1558 The National Health Service Trusts (Transfer of Staff, Property, Rights and Liabilities) (Wales) order 2009. The supplemental deed dated 2nd December 2010 formally changed the name of the Health Charity to Cardiff and Vale University Local Health Board General Purpose Charity – Registered Charity number 1056544. The Health Charity has a number of constituent charities and these are listed below:

- Catherine Jenkins
- Education and Training General Charity
- Rookwood Hospital Charity
- Rookwood Hospital General Charity
- Research and Development General Charity
- Staff and Patient Welfare and General Charity
- Training Research and Education Fund
- UHW General Charity

The registration also encompasses Cardiff and Vale University Health Board (Expendable Funds) Common Investment Fund. This combines the funds of the Health Charity into one pool for investment purposes.

Constitution

Cardiff and Vale University Local Health Board holds charitable funds as sole corporate trustee and the board members of the Health Board are jointly responsible for the management of those charitable funds. The membership of the board was as follows at the time the annual report was approved.

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Officer Members

Suzanne Rankin	Chief Executive
Jason Roberts	Executive Nurse Director
Paul Bostock	Chief Operating Officer
Abigail Harris	Executive Director of Strategic Planning until 31/3/24
Catherine Phillips	Executive Director of Finance
Rachael Gidman	Executive Director of People & Culture
Dr Fiona Jenkins	Executive Director of Therapies and Health Science and also Interim Executive Director of Therapies and Health Science at Cwm Taf University Health Board. This is a dual role, until 31/3/24
Fiona Kinghorn	Executive Director of Public Health until 29/12/2023
Claire Beynon	Executive Director of Public Health effective 30/12/2023
Professor Meriel Jenney	Executive Medical Director until 31/3/24

Other Directors

James Quance	Interim Director of Corporate Governance, until 04/08/2023
Matt Phillips	Director of Corporate Governance effective 07/08/2023
David Thomas	Director of Digital and Health Intelligence
Joanne Brandon	Director of Communication, Arts, Health Charity and Engagement

Independent Members

Charles Janczewski	Chair
Ceri Phillips	Vice Chair
Michael Imperato	Independent Member – Legal until 31/08/2023
John Union	Independent Member - Finance
David Edwards	Independent Member – Information Communication & Technology
Sara Moseley	Independent Member – Third (Voluntary Sector)
Councillor Susan Elsmore	Independent Member – Local Authority until 31/10/2023
Susan Lloyd-Selby	Independent Member – Local Authority effective 01/03/2024
Akmal Hanuk	Independent Member – Local Community
Rhian Thomas	Independent Member – Capital Estates
Mike Jones	Independent Member – Trade Union
Keith Harding	Independent Member – University until 30/11/2023

Associate Members

Sam Austin	Chair, stakeholder reference group until 31/10/2023
Lani Tucker	Chair, stakeholder reference group from 17/01/2024
Lance Carver	Associate Member – Local Authority until 28/02/2024

Charitable Funds Committee

The Committee is empowered with the responsibility to:

- Control, manage and monitor the use of the funds resources for the public benefit, having regard for the guidance issued by the Charity Commission
- Agree Governance arrangements for standards and monitoring
- Review strategy to maximise benefits to the Health Charity
- Determine the Health Charity's investment strategy
- Agree expenditure plans
- Determine fundraising objectives and strategy

The members of the committee who served during 2023/24 are listed below:

John Union - Independent Member – Chair effective 01/04/23

Mike Jones - Vice Chair of the Committee - Independent Member - Trade Union

Catherine Phillips - Executive Director of Finance

Rachel Gidman - Executive Director of People and Culture

Fiona Jenkins - Executive Director of Therapies and Health Science until 31/03/24

Matt Phillips - Director of Corporate Governance effective 07/08/2023

James Quance - Interim Director of Governance until 04/08/2023

Susan Elsmore - Independent Member - Local Authority until 31/10/2023

Susan Lloyd-Selby - Independent Member – Local Authority effective 01/03/2024

Sara Moseley - Independent Member - Third Sector

Joanne Brandon - Director of Communication, Arts, Health Charity and Engagement

Charitable Funds

The Charity is made up of more than 300 different funds, each with a specific purpose whether for research, training or for a specific area of a hospital or department. All money received is allocated to these funds. The general purpose fund is used where the donor wishes the Charity to allocate money to support projects and activities most in need of support across the whole of the UHB. Each fund is managed by a specialist fund holder – generally a specialist in the particular field relevant to the fund. The Charity is responsible for providing guidance, financial information and advice to fund holders.

We manage three types of funds:

Unrestricted funds – these are general funds and are those funds that may be spent at the discretion of the Trustees to enhance the services across the UHB

Restricted funds – these can only be spent in accordance with the restrictions imposed when the funds were donated, granted or raised by the Charity.

Endowment funds – where capital funds are made available to our Charity and the Trustees are legally required to invest or retain them. Where a permanent endowment exists, Trustees have no automatic power to spend the capital. If the fund is an expendable endowment, Trustees have the power to convert capital to income.

The day to day administration of funds is undertaken by:

Charitable Fund Department, Cardiff and Vale University Health Board
2nd Floor, Woodland House,
Cardiff, CF14 4HH

Investment Risk Management

The Investment Management Company screen the investments prior to purchase for compliance with the ethical policy. In addition existing holdings are screened on a regular basis to ensure continued compliance. If the fund were to purchase a position in a holding which did not comply and was identified as part of the post purchase process, the investment would be subsequently sold.

The portfolio does not have investments in companies whose principal manufacturing activities are tobacco, alcohol, armaments and pornography / adult entertainment related. This includes common investment funds (and similar products) that incorporate these in their portfolio.

Reserves Policy

The strategy of the Corporate Trustee is to apply charitable funds within a reasonable time of receipt, ideally within one to two years, unless there are specific requirements attached to income. Historically, the level of expenditure has been generally approximated to the level of income, with greater than required reserves held to manage any fluctuations.

The current reserves policy states that the Charity should hold the following reserves:

- A separate fixed asset investment reserve, based on 10% of the value fixed asset investments (circa £550,000)
- A minimum of £500,000 to ensure that there is sufficient funds for on-going commitments

From a process point of view there is no individual fund that holds all the reserves, however the current level of reserves is considered more than adequate for current needs. Going forward the Charity will review the reserves policy to reflect any changes to the Charity's financial position.

Investment Contract Risk

Cardiff and Vale Health Charity's Investment Managers are Rathbone Investment Management, which commenced on the 1st June 2021 for a period of three years with an option to extend for a further two years.

The Charity seeks to maximise the total return on funds while adopting a conservative policy on risk and flexible structure in respect of Asset Class Distribution. The portfolio is structured to enable a range of investments in order to yield a competitive rate of return. The investment director has delegated authority to purchase and sell investments as market opportunities arise. The Investment Managers formally attend and report to the Charitable Funds Committee twice a year.

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Financial Control Risk

A financial control procedure, expenditure guideline, governance framework and strategy have been developed to ensure that there are sufficient management controls in place to:

- Ensure that spending is in accordance with objects and priorities agreed by the Charitable Funds Committee
- Ensure the criteria for spending charitable monies are fully met
- Ensure that accounting records are maintained
- Ensure devolved decision making is within specific parameters.

Internal Audit also undertakes annual reviews to evaluate the adequacy of procedures and controls, to ensure compliance and to provide reasonable assurance over:

- Achievement of management objectives for the systems
- Economic and efficient use of resources
- Compliance with policies and procedures
- Safeguarding of assets

The Internal Audit reports are presented to both the Charitable Funds Committee and the Health Board's Audit and Assurance Committee, and this is a key measure in mitigating control risk.

Advisors

Bankers

Government Banking Service
Southern House
7th Floor
Wellesley Grove
Croydon
CF9 1WW

Investment Managers

Rathbone Brothers Plc
8 Finsbury Circus
London
EC2M 7A2

External Auditors

Auditor General for Wales
1 Capital Quarter
Tyndall Street
Cardiff
CF10 4BZ

Internal Auditors

NWSSP Internal Audit Department
1st Floor, Woodland House
Cardiff
CF14 4HH

VAT Advisors

Ernst & Young LLP
The Paragon
Counterslip
Bristol
BS1 6BX

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Cardiff and Vale University Local Health Board Charities Accounts 2023 / 2024

Statement of Financial Activities for the year ended 31st March 2024

		Unrestricted funds	Restricted funds	Endowment funds	Total 2023-24
	Note	£000	£000	£000	£000
Incoming resources from generated funds:					
Donations and Legacies	4	255	271	0	526
Grants	4	0	454	0	454
Other trading activities	5	9	386	0	395
Investments Income	6	92	61	1	154
Total incoming resources		356	1,172	1	1,529
Expenditure on :					
Raising funds	7	381	94	0	475
Charitable activities	8	756	1,342	25	2,123
Total expenditure		1,137	1,436	25	2,598
Net gains / (losses) on investments	14	246	0	0	246
Net income / (expenditure)		(535)	(264)	(24)	(823)
Transfer between funds		0	0	0	0
Net movement in funds		(535)	(264)	(24)	(823)
Gains / (losses) on revaluation of fixed assets	13	0	0	(82)	(82)
Reconciliation of Funds		(535)	(264)	(106)	(905)
Total Funds brought forward as at 1 April 2023	20	3,472	2,459	4,328	10,259
Total Funds carried forward as at 31 March 2024		2,937	2,195	4,222	9,354

Cardiff and Vale University Local Health Board Charities Accounts 2022/2023

Statement of Financial Activities for the year ended 31st March 2023

		Unrestricted funds	Restricted funds	Endowment funds	Total 2022-23
	Note	£000	£000	£000	£000
Incoming resources from generated funds:					
Donations and Legacies - (Restated)	4	577	251	0	828
Grants - (Restated)	4	0	871	0	871
Other trading activities	5	0	363	0	363
Investments Income	6	92	48	1	141
Total incoming resources		669	1,533	1	2,203
Expenditure on :					
Raising funds	7	365	90	0	455
Charitable activities	8	845	1,115	24	1,984
Total expenditure		1,210	1,205	24	2,439
Net gains / (losses) on investments	14	(323)	0	(2)	(325)
Net income / (expenditure)		(864)	328	(25)	(561)
Transfer between funds		(4)	4	0	0
Net movement in funds		(868)	332	(25)	(561)
Gains / (losses) on revaluation of fixed assets	13	0	0	1,832	1,832
Reconciliation of Funds		(868)	332	1,807	1,271
Total Funds brought forward as at 1 April 2022 (Restated)	20	4,340	2,127	2,521	8,988
Total Funds carried forward as at 31 March 2023		3,472	2,459	4,328	10,259

Charity Finance
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Cardiff and Vale University Local Health Board Charities Accounts 2023 / 2024

Statement of Cash Flows for the year ending 31 March 2024

	Note	Total Funds 2023-24 £000	Total Funds 2022-23 £000
Cash flows from operating activities:			
Net cash provided by (used in) operating activities	18	(488)	(486)
Cash flows from investing activities:			
Dividend, interest and rents from investments	6	154	141
Movement in Investment Cash	14	(213)	69
Proceeds from the sale of investments		1,156	3,611
Purchase of investments	14	(943)	(2,982)
Net cash provided by (used in) investing activities		154	839
Change in cash and cash equivalents in the reporting period		(334)	353
Cash and cash equivalents at the beginning of the reporting period	16	560	207
Cash and cash equivalents at the end of the reporting period	16	226	560

The notes on page 28 to 44 form part of these accounts

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Cardiff and Vale University Local Health Board Charities Accounts 2023 / 2024

Balance Sheet as at 31 March 2024

		Unrestricted funds	Restricted Income funds	Endowment funds	Total 31 March 2024	Total 31 March 2023
Note	£000	£000	£000	£000	£000	£000
Fixed assets:						
	Tangible Assets	13	0	0	4,182	4,182
	Investments	14	3,238	2,513	38	5,789
	Total fixed assets	3,238	2,513	4,220	9,971	9,834
Current assets:						
	Debtors	15	47	92	0	139
	Cash and cash equivalents	16	128	96	2	226
	Total current assets	175	188	2	365	1,062
Non Current assets						
	Debtors	15	10	1	0	11
	Liabilities:					
	Creditors: Amounts falling due within one year	17	486	506	0	992
	Net current assets / (liabilities)	(301)	(318)	2	(617)	425
	Total net assets/ (liabilities)	2,937	2,195	4,222	9,354	10,259
The funds of the charity:						
	Endowment Funds	20	0	0	40	40
	Revaluation Reserve	20	0	0	4,182	4,288
	Restricted income funds	20	0	2,195	0	2,195
	Unrestricted income funds	20	2,937	0	0	2,937
	Total funds	2,937	2,195	4,222	9,354	10,259

Director of Finance

Mrs Catherine Phillips

Date.....

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NOTES TO THE ACCOUNTS

1. Accounting policies

a) Basis of Preparation

The financial statements have been prepared under the historic cost convention, with the exception of tangible fixed assets and investments which have been included at a valuation.

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.

The accounts (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. In future years, the key risks to the Charity are a fall in income from donations or a fall in investment income but the Trustees have arrangements in place to mitigate those risks (see the Investment Risk Management and Reserves Policy sections of the annual report for more information).

The Charity meets the definition of a public benefit entity under FRS

b) 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.

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) and those where there is no discretion to expend the capital (permanent endowment).

Those funds which are neither endowment nor restricted income fund, are unrestricted income funds which are sub analysed between designated (earmarked) 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.

c) Incoming resources

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.

d) Income resources from 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 generation are met.

e) Income resources from endowment funds

The incoming resources received from the invested endowment fund are wholly restricted.

f) Resources expended and irrecoverable VAT

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to each category of expense shown in the Statement of Financial Activities. Expenditure is recognised when the following criteria are met:

- There is a present legal or constructive obligation resulting from a past event
 - It is more likely than not that a transfer of benefits (usually a cash payment) will be required in settlement
 - The amount of the obligation can be measured or estimated reliably.
- Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

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A constructive obligation arises when:

- We have communicated our intention to award a grant to a recipient who then has a reasonable expectation that they will receive a grant
- We have made a public announcement about a commitment which is specific enough for the recipient to have a reasonable expectation that they will receive a grant
- There is an established pattern of practice which indicates to the recipient that we will honour our commitment.

The Trustees have control over the amount and timing of grant payments and consequently where approval has been given by the trustees and any of the above criteria have been met then a liability is recognised. Grants are not usually awarded with conditions attached. However, when they are then those conditions have to be met before the liability is recognised.

Where an intention has not been communicated, then no expenditure is recognised but an appropriate designation is made in the appropriate fund. If a grant has been offered but there is uncertainty as to whether it will be accepted or whether conditions will be met then no liability is recognised but a contingent liability is disclosed.

g) Allocation of support costs

Support costs are those costs which do not relate directly to a single activity. These include staff costs, costs of administration, internal and external audit costs. Support costs are apportioned on an average fund balance basis.

h) Fundraising costs

The costs of generating funds are those costs attributable to generating income for the charity, other than those costs incurred in undertaking charitable activities or the costs incurred in undertaking trading activities in furtherance of the charity's objects. The costs of generating funds represent fundraising costs together with investment management fees. Fundraising costs include expenses for fundraising activities and a fee paid to a related party, the Health Board, under a fundraising agreement. The fee is used to pay the salaries and overhead costs of the Health Board's fundraising office.

i) Charitable Activities

Costs of charitable activities comprise all costs incurred in the pursuit of the charitable objects of the charity. These costs, where not wholly attributable, are apportioned between the categories of charitable expenditure in addition to the direct costs. The total costs of each category of charitable expenditure include an apportionment of support costs as shown in note 8.

j) Debtors

Debtors are amounts owed to the charity. They are measured on the basis of their recoverable amount.

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k) Cash and cash equivalents

Cash at bank and in hand is held to meet the day to day running costs of the charity as they fall due. Cash equivalents are short term, highly liquid investments, usually in 90 day notice interest bearing savings accounts.

l) Creditors

Creditors are amounts owed by the charity. They are measured at the amount that the charity expects to have to pay to settle the debt. Amounts which are owed in more than a year are shown as long-term creditors.

m) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and opening carrying value (purchase date if later).

Unrealised gains and losses are calculated as the difference between the bid price at the year end and opening bid value (or purchase date if later).

n) Fixed Assets

Investments are stated at market value at balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year. Tangible fixed assets are valued as follows:

- i) The land and buildings in respect of Rookwood Hospital was revalued as at 1st April 2022, and the revaluation reflected the restriction to hospital use only. Where appropriate between valuations an appropriate index, supplied from the Welsh Government, is applied to revalue the asset.
- ii) Assets in the course of construction are valued at current cost.
- iii) Capitalisation threshold is £5,000
- iv) Movements in revaluation are recorded in the revaluation reserve on the balance sheet
- v) The charity has a policy to donate purchased assets to the Cardiff and Vale Health Board

Professional valuations are carried out by the District Valuer Service every five years, which (as the commercial arm of the Valuation Office Agency) is part of HMRC. The valuations are carried out in accordance with Institute of Chartered Surveyors (RICS) Appraisal and Valuation Manual insofar as these terms are consistent with the agreed requirements of the Welsh Government and HM Treasury. The basis of the Valuer's valuation, is Existing Use Value (EUV), and it is on this basis that Rookwood has been valued. Movements in revaluations are recognised in the Revaluation Reserve.

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Depreciation

- i) Depreciation is charged on each main class of tangible asset as follows: land and assets in the course of construction are not depreciated. Buildings, installations and fittings are depreciated on their revalued amount over the assessed remaining life of the asset as advised by the professional valuers;
- ii) Impairments, where incurred in the year, are separately identified in note 13 and charged to the funds of the charity where caused by price fluctuations and to the Statement of Financial Activities for the year when the impairment was recognised.
- iii) The useful economic life of Charity buildings has been determined on an asset-by-asset basis by the District Valuer. These lives are reviewed by the Charity on an annual basis to ascertain their appropriateness and are reviewed every five years by the District Valuer.

Donated Assets are capitalised at their valuation on full replacement cost basis on receipt and are revalued and depreciated as described above.

2. Prior Year Restatement

To correctly state the reclassification of the Charity's Grant income within the Statement of Financial Activities and Note 4 as at 31st March 2023, the following disclosures have been restated. Donation and Legacies were reduced by £0.871m to £0.828m and a new line created to disclose Grant Income 0.871m.

Note 14 Fixed Asset Investments

The opening market value has been restated to reflect the SORP requirement, to record the investment valuation at bid price. The adjustment was (£0.003m) and is reflected within note 14.

3. Related party transactions

Cardiff and Vale University Local Health Board is the Corporate Trustee of the Charity. During the year, other than noted below, there are no other material related party transactions involving the Corporate Trustee, board members or senior key management staff.

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 benefit personally from such decisions. Declarations of personal interest have been made and are available to be inspected by the public.

The Local Health Board has close links with Cardiff University which includes the sharing of staff as well as sharing accommodation on the University Hospital of Wales site.

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The table below relates to the related party financial transactions for financial year 2023/2024

Related Party	Income related party 2023/24 £000	Expenditure related party 2023/24 £000	Amounts owed to related party 2023/24 £000	Amounts due from related party 2023/24 £000
Cardiff Council	14	2	2	6
Welsh Government	50	2	0	0
University of South Wales	3	11	2	3
Cardiff Metropolitan University	0	1	0	0
Glamorgan Voluntary Services	2	0	0	0
Vale of Glamorgan	1	0	0	0
Cardiff and Vale Health Board	30	1,513	806	25
Cardiff University	1	54	15	1
	101	1,583	825	35

The table below includes the names of the individual board members and the relationship with the related party

Board Member	Related Party Relationship
Claire Beynon	Was appointed Director of Public Health Cardiff and Vale University Health Board on the 30th December 2023. She also teaches on an ad hoc basis at Cardiff University, Cardiff Metropolitan University & Swansea University, University of South Wales and the faculty of Public Health. Her Husband is a lecturer at Cardiff Metropolitan University.
Suzanne Rankin	Chief Executive Office at Cardiff & Vale University Health Board. She is the Director of the Welsh Wound Innovation Centre and is a Lay Member (NHS) of Cardiff University Council. She is also Vice Chair, Emergency Ambulance Services Committee (EASC)
Susan Elsmore	Independent Member (Local Authority) of Cardiff and Vale University Health Board up to 31st October 2023. Cardiff Council member for Canton Ward. She is also cabinet member for the Welsh Local Government Association. Chair of Cardiff & Vale Partnership Board. Member and spokesperson of Social Care Health & Wellbeing Cardiff Council
Ceri Phillips	Vice Chair of Cardiff & Vale University Health Board. He is also Emeritus Professor at Swansea University and a Honorary Professor at Cardiff University
Lani Tucker	Appointed on the 17/01/2024 as an Associate Board Member of Cardiff and Vale University Health Board and is chair of the Stakeholder Reference Group. She is also the Health and Social Care facilitator
Susan Lloyd-Selby	Appointed 01/03/2024 is an Independent Member (Local Authority) of Cardiff and Vale University Health Board. She is the Chair of Trustees for Coastlands CIO Charity and is an Elected Member of the Vale of Glamorgan Council.

Detailed below are the comparative figures for Financial Year 2022/2023

Related Party	Income related party 2022/23 £000	Expenditure related party 2022/23 £000	Amounts owed to related party 2022/23 £000	Amounts due from related party 2022/23 £000
Cardiff Council	97	9	0	97
Welsh Government	26	0	0	0
University of South Wales	0	4	0	1
Swansea University	0	3	0	0
Cardiff Metropolitan University	0	2	0	0
Cardiff and Vale Health Board	23	1084	352	23
Cardiff University	0	25	1	0

Cardiff and Vale University Local Health Board Charities Accounts 2023 / 2024

4. Income from donations and legacies

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 2023-24 £000	Total 2022-23 Restated £000
Donations	253	67	0	320	405
Legacies	2	204	0	206	423
Grants	0	454	0	454	871
	<u>255</u>	<u>725</u>	<u>0</u>	<u>980</u>	<u>1,699</u>

5. Other trading activities

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 2023-24 £000	Total 2022-23 £000
Staff lottery	0	305	0	305	283
Other trading	9	81	0	90	80
	<u>9</u>	<u>386</u>	<u>0</u>	<u>395</u>	<u>363</u>

6. Gross investment income

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 2023-24 £000	Total 2022-23 £000
Fixed asset equity and similar investments.	92	61	1	154	141
Short Term Investments	0	0	0	0	0
Deposits and cash on deposit	0	0	0	0	0
	<u>92</u>	<u>61</u>	<u>1</u>	<u>154</u>	<u>141</u>

7. Analysis of expenditure on raising funds

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 2023-24 £000	Total 2022-23 £000
Fundraising office	364	0	0	364	347
Fundraising events	0	83	0	83	80
Investment management fees	17	11	0	28	28
	<u>381</u>	<u>94</u>	<u>0</u>	<u>475</u>	<u>455</u>

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8. Analysis of charitable activity

	Activities taken £000	Support costs £000	Total 2023-24 £000	Total 2022-23 £000
Patient education and welfare	1,665	97	1,762	1,575
Staff education and welfare	270	17	287	356
Research	39	2	41	14
Other	2	7	9	16
Depreciation	24	0	24	23
	<u>2,000</u>	<u>123</u>	<u>2,123</u>	<u>1,984</u>

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9. Grants

During 2023/24 no grant were approved by the Charitable Funds Committee.

During 2022/23 £0.033m was approved by the Charitable Funds Committee however the grant was not fully utilised and £1,745 was returned in 2023/2024

The table below provides the details of the grant payments.

Organisation	2023-24 £000	2022-23 £000
GLAMORGAN VOLUNTARY SERVICES	(2)	33
Total	(2)	33

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10. Allocation of support costs

	Raising funds £000	Charitable activities £000	Total 2023-24 £000	Total 2022-23 £000
Governance	0	0	0	0
Audit Wales	0	25	25	40
Internal Audit	0	0	0	20
Investment Management Fees	28	0	28	28
Total governance	<u>28</u>	<u>25</u>	<u>53</u>	<u>88</u>
Finance and administration	0	95	95	95
	<u>28</u>	<u>120</u>	<u>148</u>	<u>183</u>

The finance and administration is to a related party (Cardiff and Vale University Health Board) and this related to staff costs.

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total Funds 2023-24 £000
Raising funds	17	11	0	28
Charitable activities	71	48	1	120
	<u>88</u>	<u>59</u>	<u>1</u>	<u>148</u>

11. 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

12. Auditor's remuneration

The external auditor's remuneration for 2023/2024 is £25,306, (2022/2023 £23,785 original).The fees relate to statutory annual report and accounts only.

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13. Tangible fixed assets

	Freehold Land and Buildings 2023-24 £000	Freehold Land and Buildings 2022-23 £000
<u>Cost or valuation</u>		
Opening Balance	4,311	2,584
Additions	0	0
Revaluations	0	1,816
Indexation	(82)	(89)
Disposals	0	0
Impairments	0	0
Closing Balance	4,229	4,311
<u>Accumulated depreciation</u>		
Opening Balance	23	105
Disposals	0	0
Revaluations	0	(105)
Impairments	0	0
Charge for year	24	23
Closing Balance	47	23
Opening NBV	4,288	2,479
Closing NBV	4,182	4,288

Rookwood Hospital is the only tangible Fixed Asset recognised in " Freehold Land and Buildings".

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14.Fixed asset investments

Movement in fixed assets investments

	Investments Listed on Stock Exchange £000	Cash Held in Investment Portfolio £000	Total 2023-24 £000	Total 2022-23 £000
Market value brought forward	5,508	38	5,546	6,569
Restatement to brought forward Market value to reflect Bid Value 31.3.23	(3)	0	(3)	0
Add: additions to investments at cost	943	0	943	2,982
Less disposals at carrying value	(1,174)	0	(1,174)	(3,739)
Add any gain / (loss) on revaluation	264	0	264	(197)
Movement of cash held as part of the investment portfolio	0	213	213	(69)
Market value as at 31st March 2024	<u>5,538</u>	<u>251</u>	<u>5,789</u>	<u>5,546</u>

The loss on revaluation relates to the unrealised gain, however the overall gain £246,000 (2022-23 £0.325m loss) as shown in the Statement of Financial Activities is calculated by also adjusting for realised loss of £0.018m. (2022-23 £127,000).

As of 31st March 2024, the investment with the largest percentage weighting (11.12%) in the portfolio is the Treasury 7/8% Green Gilt, maturing on 31st July 2033, with a total value of £643,941

The opening market value have been restated to reflect the bid price valuation as required by the SORP.

The Charity's investments are handled by investment advisors appointed by the Charity using the appropriate Health Board purchasing contract process. The Charity operates an investment policy that provides for a high degree of diversification of holdings within investment asset classes. A large proportion of investments are made with companies listed on a UK stock exchange or incorporated in the UK. The majority of expenditure is financed from donations and legacies and there are no borrowings, therefore the Charity is not exposed to significant liquidity risk. The Investment Management Company attends the Charitable Funds Committee twice a year to discuss all aspects of investment performance and the factors influencing the performance. The asset class allocation is an integral part of the discussion as this is intrinsically linked to minimising risk within the portfolio.

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15. Analysis of debtors

15. Debtors	Total	Total
	31 March	31 March
	2024	2023
	£000	£000
Other debtors	12	113
Long-term prepayments > 1 year	11	12
Short-term prepayments < 1 year	72	58
Accrued Income	55	331
Total debtors	<u>150</u>	<u>514</u>

16. Cash at bank and in hand

	31 March	31 March
	2024	2023
	£000	£000
Cash at bank	226	560
	<u>226</u>	<u>560</u>

17. Analysis of liabilities

	Total	Total
	31 March	31 March
	2024	2023
	£000	£000
Creditors under 1 year		
Other creditors	962	624
Accruals	30	25
Total creditors	<u>992</u>	<u>649</u>

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

	Total 2023-24 £000	Total 2022-23 £000
Net income / (expenditure) (per Statement of Financial Activities)	(823)	(561)
Adjustment for:		
Depreciation charges	24	23
(Gains) / losses on investments	(243)	325
Dividends, interest and rents from investments	(154)	(141)
(Increase) / decrease in debtors	365	(369)
Increase / (decrease) in creditors	343	237
Net cash provided by (used in) operating activities	<u>(488)</u>	<u>(486)</u>

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19. Role of Volunteers

Cardiff & Vale Health Charity continue to be extremely grateful to all the volunteers who support fundraising with so much energy, passion and skill. The Charity could not achieve all their objectives without the on-going commitment of the volunteers to make such a difference to patients, their families and colleagues.

The Charity has begun working more closely with the Health Board volunteers to develop and support more specific Charity Champion roles, including supporting our runners at organised events and supervising the charity collection tins. In accordance with the SORP, due to the absence of any reliable measurement basis, the contribution of these volunteers is not recognised in the accounts.

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Cardiff and Vale University Local Health Board Charities Accounts 2023 / 2024

20. Analysis of Funds

a. Analysis of endowment funds

	Balance 31 March 2023	Income	Expenditure	Transfers	Gains and losses	Balance 31 March 2024
	£000	£000	£000	£000	£000	£000
Catherine Jenkins	40	1	(1)	0	0	40
	<u>40</u>	<u>1</u>	<u>(1)</u>	<u>0</u>	<u>0</u>	<u>40</u>

b. Analysis of restricted most significant fund movements

	Balance 31 March 2023	Income	Expenditure	Transfers	Gains and losses	Balance 31 March 2024
	£000	£000	£000	£000	£000	£000
9447 Cystic Fibrosis Better Life Appeal Fund	344	20	(72)	0	0	292
9479 Phillips Legacy - Asthma Research	208	5	(7)	0	0	206
9149 Breastcare Unit - General Purpose	199	115	(127)	0	0	187
9478 May Legacy - Asthma Research	132	3	(5)	0	0	130
9639 Childrens Telemetry Appeal (General Purpose)	94	2	(2)	0	0	94
9678 Staff Lottery	110	308	(267)	0	0	151
9692 Drew-Smith Legacy Asthma Clinic	0	115	(1)	0	0	114
9690 Gould Legacy - Bone Marrow	91	2	(2)	0	0	91
9699 Ponting Legacy Lung Function	156	4	(4)	0	0	156
Other	1,125	598	(949)	0	0	774
	<u>2,459</u>	<u>1,172</u>	<u>(1,436)</u>	<u>0</u>	<u>0</u>	<u>2,195</u>

c. Analysis of unrestricted and most significant designated fund movements

	Balance 31 March 2023	Income	Expenditure	Transfers	Gains and losses	Balance 31 March 2024
	£000	£000	£000	£000	£000	£000
Unrestricted Funds						
9809 Unrestricted Non Delegated	(498)	2	(355)	0	246	(605)
	<u>(498)</u>	<u>2</u>	<u>(355)</u>	<u>0</u>	<u>246</u>	<u>(605)</u>
Designated Funds						
9649 Bale Covid Donation	197	4	(130)	0	0	71
9644 Hughes Legacy (Cardiology)	264	6	(11)	(26)	0	233
9600 UHW Nurses	337	21	(23)	0	0	335
9524 Leukaemia & Lymphona	141	4	(3)	0	0	142
9494 Biggs Legacy Cardiac Research	103	3	6	0	0	112
9679 C&V Teenage Cancer Ward	69	10	(10)	0	0	69
9541 Cardiac Services General	186	7	(30)	0	0	163
9420 Haematology Day Unit	78	3	(17)	0	0	64
9231 Intensive Care Gift (UHW)(6445)	71	39	(8)	0	0	102
Other	2,524	257	(556)	26	0	2,251
	<u>3,970</u>	<u>354</u>	<u>(782)</u>	<u>0</u>	<u>0</u>	<u>3,542</u>
Total	<u>3,472</u>	<u>356</u>	<u>(1,137)</u>	<u>0</u>	<u>246</u>	<u>2,937</u>

d. Revaluation Reserve

	Balance 31 March 2023	Income	Expenditure (Depreciation)	Transfers	Gains and losses	Balance 31 March 2024
	£000	£000	£000	£000	£000	£000
Rookwood	4,288	0	(24)	0	(82)	4,182
	<u>4,288</u>	<u>0</u>	<u>(24)</u>	<u>0</u>	<u>(82)</u>	<u>4,182</u>

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Additional Notes

21. Commitments

	2023/24
	£000
The funds have the following commitments:	
Charitable projects	94
Total	<u>110</u>

Name of commitment	£000
UHB Transport Solutions (CT/19/03/007) (1-4 years)	1
Welsh Transplant Team (CFC 21/12/011) (1-5 years)	24
Neurological Gardens Maintenance Cost(BT 20/07/013) (10 years)	85
	<u>110</u>

	2022/23
	£000
The funds have the following commitments:	
Charitable projects	295
Total	<u><u>319</u></u>

Name of commitment	£000
Neurological Gardens Maintenance Cost(BT 20/07/013) (10 years)	94
Staff Recognition Awards (CFC 18/052) (4 Years)	5
Disposal of Rookwood (CTM 19/06/009) (1-4Years)	155
UHB Transport Solutions (CT/19/03/007) (1-4 years)	32
Forget Me Not Chorus (CFC 22/03/010) (1 Year)	1
Welsh Transplant Team (CFC 21/12/011) (1-5 years)	32
	<u>319</u>

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22. Donated Assets

During the year the Charity purchased assets to the value of £0.147 m (2022/23 £0.092m). These are included in the Charity's Statement of Financial Activities and are classified as Donated Assets in the LHB Financial Statements

23. Post Balance Sheet Events

The financial statements are required to reflect the conditions applying at the end of the financial year. Therefore no adjustments are made for any changes in fair value of investments between 31 March 2024 and the date the financial statements are approved.

The fair value of the investments held by the Charity at 31st March 2024 has changed in the intervening period as follows:

	31st March 2024	21st January 2025
	£000	£000
Investment	5,789	5,527

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STATEMENT OF TRUSTEE RESPONSIBILITIES IN RESPECT OF THE ACCOUNTS

- i) Depreciation is charged on each main class of tangible asset as follows: land and assets in the course of construction are not depreciated. Buildings, installations and fittings are depreciated on their revalued amount over the assessed remaining life of the asset as advised by the professional valuers;
- ii) Impairments, where incurred in the year, are separately identified in note 13 and charged to the funds of the charity where caused by price fluctuations and to the Statement of Financial Activities for the year when the impairment was recognised.
- iii) The useful economic life of Charity buildings has been determined on an asset-by-asset basis by the District Valuer. These lives are reviewed by the Charity on an annual basis to ascertain their appropriateness and are reviewed every five years by the District Valuer.

The trustee is required to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustee should follow best practice and:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practices have been followed, subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustee is responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) regulations and the provisions of the trust deed. The trustee is 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 confirms that they have complied with the above requirements in preparing the accounts.

By order of the trustee

signed:
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Trustee.....Dated
.....2025

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As Financial Trustee of the funds held on trust I am responsible for:

- . the maintenance of financial records appropriate to the activities of the fund (s).
- . the establishment and monitoring of a system of internal control.
- . the establishment of arrangements for the prevention of fraud and corruption.
- . The preparation of annual financial statements which give a true and fair view of the funds held on trust and the results of their operations.

.....2025 On behalf of Financial Trustee
Charles Janczewski – Chair -
Cardiff & Vale University Health Board

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The independent auditor's report of the Auditor General for Wales to the trustee of Cardiff and Vale University Local Health Board Charity

Opinion on financial statements

I have audited the financial statements of Cardiff and Vale University Local Health Board Charity for the year ended 31 March 2024 under the Charities Act 2011.

The financial statements comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and related notes, including the material accounting policies.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In my opinion the financial statements:

- give a true and fair view of the state of affairs of the charity as at 31 March 2024 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities Act 2011.

Basis for opinion

I conducted my audit in accordance with applicable law and International Standards on Auditing in the UK (ISAs (UK)) and Practice Note 10 'Audit of Financial Statements of Public Sector Entities in the United Kingdom'. My responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of my report.

My staff and I are independent of the charity in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Conclusions relating to going concern

In auditing the financial statements, I have concluded that the use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work I have performed, I have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the body's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from when the financial statements are authorised for issue.

My responsibilities and the responsibilities of the trustee with respect to going concern are described in the relevant sections of this report.

Other Information

The other information comprises the information included in the annual report other than the financial statements and my auditor's report thereon. The trustee is responsible for the other information contained within the annual report. My opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in my report, I do not express any form of assurance conclusion thereon.

My responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Matters on which I report by exception

I have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require me to report to you if, in my opinion:

- I have not received all the information and explanations I require for my audit;
- sufficient accounting records have not been kept, or returns adequate for my audit have not been received from branches not visited by my team;
- the financial statements are not in agreement with the accounting records and returns; or
- the information given in the financial statements is inconsistent in any material respect with the trustee's report.

Responsibilities of the trustee for the financial statements

As explained more fully in the statement of trustee's responsibilities set out on page 45-46 the trustee is responsible for:

- maintaining sufficient accounting records;
- the preparation of the financial statements in accordance with the applicable financial reporting framework and for being satisfied that they give a true and fair view;
- internal controls as the trustees determine is necessary to enable the preparation of financial statements to be free from material misstatement, whether due to fraud or error;
- assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees anticipate that the services provided by the charity will not continue to be provided in the future.

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Auditor's responsibilities for the audit of the financial statements

I have been appointed as auditor under section 150 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. I design procedures in line with my responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

My procedures included the following:

- Enquiring of management, the Cardiff and Vale University Local Health Board Charity's Head of Internal Audit and those charged with governance, including obtaining and reviewing supporting documentation relating to Cardiff and Vale University Local Health Board Charity's policies and procedures concerned with:
 - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud; and
 - the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- Considering as an audit team how and where fraud might occur in the financial statements and any potential indicators of fraud. As part of this discussion, I identified potential for fraud in respect of posting of unusual journals.
- Obtaining an understanding of Cardiff and Vale University Local Health Board Charity's framework of authority as well as other legal and regulatory frameworks that the Cardiff and Vale University Local Health Board Charity operates in, focusing on those laws and regulations that had a direct effect on the financial statements or that had a fundamental effect on the operations of Cardiff and Vale University Local Health Board Charity.
- Obtaining an understanding of related party relationships.

In addition to the above, my procedures to respond to identified risks included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations discussed above;
- enquiring of management, those charged with governance and legal advisors about actual and potential litigation and claims;
- reading minutes of meetings of those charged with governance and;
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

Chilcott Rachel
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I also communicated relevant identified laws and regulations and potential fraud risks to all audit team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

The extent to which my procedures are capable of detecting irregularities, including fraud, is affected by the inherent difficulty in detecting irregularities, the effectiveness of the Cardiff and Vale University Local Health Board Charity's controls, and the nature, timing and extent of the audit procedures performed.

A further description of the auditor's responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website www.frc.org.uk/auditorsresponsibilities. This description forms part of my auditor's report.

Other auditor's responsibilities

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Adrian Crompton
Auditor General for Wales
27th January 2025

1 Capital Quarter
Tyndall Street
Cardiff
CF10 4BZ

Chilcott, Rachel
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Audit of Accounts Report – Cardiff and Vale University Local Health Board Charity

Audit year: 2023-24

Date issued: January 2025

Document reference: 4638A2024

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This document has been prepared as part of work performed in accordance with statutory functions. Further information can be found in our [Statement of Responsibilities](#).

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We welcome correspondence and telephone calls in Welsh and English. Corresponding in Welsh will not lead to delay. Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

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About Audit Wales

Our aims and ambitions

Assure



the people of Wales that public money is well managed

Explain



how public money is being used to meet people's needs

Inspire



and empower the Welsh public sector to improve



Fully exploit our unique perspective, expertise and depth of insight



Strengthen our position as an authoritative, trusted and independent voice



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Introduction

I have largely completed my audit in line with my Audit Plan dated July 2024.

This Audit of Accounts Report summarises the main findings from my audit of your 2023-24 annual report and accounts. My team have already discussed these issues with the relevant officers.

I am very grateful to your officers for their support in undertaking this audit.



Adrian Crompton
Auditor General for
Wales

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Your audit at a glance



Audit opinions

We are proposing to give an unqualified opinion on the accounts.

We have nothing to report under the other sections of my report, i.e. those relating to going concern; other information; other matters; or matters I report by exception.



Significant issues

There is one uncorrected non-trivial (and immaterial) misstatement of £3,235 in the accounts.

I have raised two audit recommendations for improvement, which include management's responses.



Materiality

Materiality £51,960

Reporting threshold ('trivial') £2,598

Areas of specific interest:

- Related party disclosures £5,000
(trivial level of £250)

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Financial statements' materiality



Materiality £51,960

My aim is to identify and correct material misstatements, i.e. those that might otherwise cause the user of the accounts to be misled.

Materiality is calculated using:

- 2023-24 audited account gross expenditure of £2.598 million
- Materiality percentage of 2%

I apply the materiality percentage to gross expenditure to calculate materiality.

I will report to you any misstatements above £2,598, calculated as 5% of materiality (called the 'trivial level').



Areas of specific interest

There are some areas of the accounts that may be of more importance to the user of the accounts. We set lower materiality levels for these as follows:

- For related party disclosures I apply a materiality level of £5,000. I will report to you any misstatements above £250, calculated as 5% of materiality.

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Ethical compliance



Compliance with ethical standards

We believe that:

- we have complied with the ethical standards we are required to follow in carrying out our work;
- we have remained independent of yourselves;
- our objectivity has not been comprised; and
- we have no relationships that could undermine our independence or objectivity.

Chilcott, Rachel
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Proposed audit opinion



Audit opinion

We intend to issue an unqualified audit opinion on this year's accounts once you have provided us with a Letter of Representation (see below).

Our proposed audit report is set out in **Appendix 1**.



Letter of representation

A Letter of Representation is a formal letter in which you confirm to us the accuracy and completeness of information provided to us during the audit. Some of this information is specified as being necessary by auditing standards; other information may relate specifically to your audit.

The letter we are requesting you to sign is included in **Appendix 2**.

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Issues arising during the audit



Misstatements

A misstatement arises where information in the accounts is not in accordance with accounting standards.

Uncorrected misstatements

There is one uncorrected non-trivial (and immaterial) misstatement. Support costs are currently overstated in the Statement of Financial Position and Note 8 by £3,235, due to a misstatement of audit fees. Other creditors are also overstated by the same amount. The correct fees have been disclosed in Note 10 and Note 12.

This has been included in the letter of representation in **Appendix 2**.

Corrected misstatements

During our audit, we identified misstatements that have been corrected by management, but which we consider should be drawn to your attention.

These are set out in **Appendix 3**.



Chilcott, Rachel
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Other significant issues

In the addition to misstatements identified during the audit we also report other significant issues to you.

There were no such issues identified during the audit.

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Recommendations

We have set out two key findings and recommendations, with management's responses, at **Appendix 4**. We will monitor progress against the recommendations during next year's audit. Where any recommendations are not fully implemented, we will report to you as part of next year's Audit of Accounts Report.

Last year we raised three recommendations, two of which have been implemented by management as intended; and the third recommendation has been largely implemented and we understand is due for full completion soon.

Chilcott, Rachel
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Appendix 1

Proposed audit report

The independent auditor's report of the Auditor General for Wales to the trustee of Cardiff and Vale University Local Health Board Charity

Opinion on financial statements

I have audited the financial statements of Cardiff and Vale University Local Health Board Charity for the year ended 31 March 2024 under the Charities Act 2011.

The financial statements comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and related notes, including the material accounting policies.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In my opinion the financial statements:

- give a true and fair view of the state of affairs of the charity as at 31 March 2024 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities Act 2011.

Basis for opinion

I conducted my audit in accordance with applicable law and International Standards on Auditing in the UK (ISAs (UK)) and Practice Note 10 'Audit of Financial Statements of Public Sector Entities in the United Kingdom'. My responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of my report.

My staff and I are independent of the charity in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Conclusions relating to going concern

In auditing the financial statements, I have concluded that the use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work I have performed, I have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the body's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from when the financial statements are authorised for issue.

My responsibilities and the responsibilities of the trustee with respect to going concern are described in the relevant sections of this report.

Other Information

The other information comprises the information included in the annual report other than the financial statements and my auditor's report thereon. The trustee is responsible for the other information contained within the annual report. My opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in my report, I do not express any form of assurance conclusion thereon.

My responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Matters on which I report by exception

I have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require me to report to you if, in my opinion:

- I have not received all the information and explanations I require for my audit;
- sufficient accounting records have not been kept, or returns adequate for my audit have not been received from branches not visited by my team;
- the financial statements are not in agreement with the accounting records and returns; or
- the information given in the financial statements is inconsistent in any material respect with the trustee's report.

Responsibilities of the trustee for the financial statements

As explained more fully in the statement of trustee's responsibilities set out on page 45-46, the trustee is responsible for:

- maintaining sufficient accounting records;
- the preparation of the financial statements in accordance with the applicable financial reporting framework and for being satisfied that they give a true and fair view;
- internal controls as the trustees determine is necessary to enable the preparation of financial statements to be free from material misstatement, whether due to fraud or error;
- assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees anticipate that the services provided by the charity will not continue to be provided in the future.

Auditor's responsibilities for the audit of the financial statements

I have been appointed as auditor under section 150 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. I design procedures in line with my responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

My procedures included the following:

- Enquiring of management, the Cardiff and Vale University Local Health Board Charity's Head of Internal Audit and those charged with governance, including obtaining and reviewing supporting documentation relating to Cardiff and Vale University Local Health Board Charity's policies and procedures concerned with:
 - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud; and

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- the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- Considering as an audit team how and where fraud might occur in the financial statements and any potential indicators of fraud. As part of this discussion, I identified potential for fraud in respect of posting of unusual journals.
- Obtaining an understanding of Cardiff and Vale University Local Health Board Charity's framework of authority as well as other legal and regulatory frameworks that the Cardiff and Vale University Local Health Board Charity operates in, focusing on those laws and regulations that had a direct effect on the financial statements or that had a fundamental effect on the operations of Cardiff and Vale University Local Health Board Charity.
- Obtaining an understanding of related party relationships.

In addition to the above, my procedures to respond to identified risks included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations discussed above;
- enquiring of management, those charged with governance and legal advisors about actual and potential litigation and claims;
- reading minutes of meetings of those charged with governance and;
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

I also communicated relevant identified laws and regulations and potential fraud risks to all audit team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

The extent to which my procedures are capable of detecting irregularities, including fraud, is affected by the inherent difficulty in detecting irregularities, the effectiveness of the Cardiff and Vale University Local Health Board Charity's controls, and the nature, timing and extent of the audit procedures performed.

A further description of the auditor's responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website www.frc.org.uk/auditorsresponsibilities. This description forms part of my auditor's report.

Other auditor's responsibilities

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Adrian Crompton
Auditor General for Wales
24 January 2025

1 Capital Quarter
Tyndall Street
Cardiff
CF10 4BZ

Chilcott, Rachel
04/02/2025 15:23:20

Appendix 2

Letter of representation

Auditor General for Wales
Audit Wales
1 Capital Quarter
Tyndall Street
Cardiff
CF10 4BZ

23 January 2025

Representations regarding the 2023-24 financial statements

This letter is provided in connection with your audit of the financial statements of Cardiff and Vale NHS General Charitable Fund for the year ended 31 March 2024. It is for the purpose of expressing an opinion on the financial statements' truth and fairness and their proper preparation. We confirm that to the best of our knowledge and belief, having made enquiries as we consider sufficient, we can make the following representations to you.

Management representations

Responsibilities

We have fulfilled our responsibilities for:

- The preparation of the financial statements in accordance with legislative requirements and the Charities Act 2011; in particular the financial statements give a true and fair view in accordance therewith.
- The design, implementation, maintenance and review of internal control to prevent and detect fraud and error.

Information provided

We have provided you with:

- Full access to:
 - all information of which we are aware that is relevant to the preparation of the financial statements such as books of account and supporting documentation, minutes of meetings and other matters;
 - additional information that you have requested from us for the purpose of the audit; and

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- unrestricted access to staff from whom you determined it necessary to obtain audit evidence.
- The results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- Our knowledge of fraud or suspected fraud that we are aware of and that affects Cardiff and Vale NHS General Charitable Fund and involves:
 - management;
 - employees who have significant roles in internal control; or
 - others where the fraud could have a material effect on the financial statements.
- Our knowledge of any allegations of fraud, or suspected fraud, affecting the financial statements communicated by employees, former employees, regulators or others.
- Our knowledge of all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
- The identity of all related parties and all the related party relationships and transactions of which we are aware.

Financial statement representations

All transactions, assets and liabilities have been recorded in the accounting records and are reflected in the financial statements.

Significant assumptions used in making accounting estimates, including those measured at fair value, are reasonable.

Related party relationships and transactions have been appropriately accounted for and disclosed.

All events occurring subsequent to the reporting date which require adjustment or disclosure have been adjusted for or disclosed.

All known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to the auditor and accounted for and disclosed in accordance with the applicable financial reporting framework.

The financial statements are free of material misstatements, including omissions. There is one non-trivial (immaterial) misstatement within the accounts, with a value of £3,235, which officers have not corrected. We have been advised by officers that the misstatement relates to support costs and is due to a misstatement relating to audit fees. We are content that our officers have not amended the misstatement.

Representations by those charged with governance

We acknowledge that the representations made by management, above, have been discussed with us.

We acknowledge our responsibility for the preparation of true and fair financial statements in accordance with the applicable financial reporting framework. The financial statements were approved by the Trustee on 23 January 2025.

We confirm that we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that it has been communicated to you. We confirm that, as far as we are aware, there is no relevant audit information of which you are unaware.

Signed by:

Signed by:

Chief Executive

Trustee Chair

23 January 2025

23 January 2025

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Appendix 3

Summary of corrections made

During our audit, we identified the following misstatements that have been corrected by management, but which we consider should be drawn to your attention in the exhibit below.

Exhibit 1: summary

Value of correction	Nature of correction	Reason for correction
£26,000	Statement of Financial Activities – prior year figures <ul style="list-style-type: none"> Decrease 2022/23 Donations and Legacies income by £26,000; and Increase 2022/23 Grants income by £26,000 	To correctly disclose the 2022/23 figures.
£66,000	Note 3 Related party transactions <ul style="list-style-type: none"> Increase Welsh Government income by £50,000; Increase Cardiff City Council income by £8,000; Increase Cardiff & Vale Health Board income by £5,000; Include Glamorgan Voluntary Services income of £2,000; and Include Vale of Glamorgan income of £1,000. 	To include in-year related party income.
£71,000	<ul style="list-style-type: none"> Increase Cardiff & Vale Health Board expenditure by £71,000. 	To include full-year finance and administration costs.
£871,000	Note 4 Income from donations and legacies – prior year figures <ul style="list-style-type: none"> Decrease 2022/23 Donations income by £871,000; and Increase 2022/23 Grants income by £871,000. 	To correctly disclose the split between donations and grants for 2022/23. The value has been split based on a recommendation from 2022/23.

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£3,235	<p>Note 10 Allocation of support costs and Note 12 Auditor's Remuneration</p> <ul style="list-style-type: none"> • Decrease Audit Wales fees by £3,235. 	<p>To correctly reflect audit fees for the year. Note: No amendment has been made to the Statement of Financial Position or Note 8 for this misstatement – see uncorrected misstatements, page 10 of this report.</p>
£3,000	<p>Note 8 Analysis of charitable activity – prior year figure</p> <ul style="list-style-type: none"> • Increase 2022/23 total by £3,000 	<p>To correctly disclose the 2022/23 figure. This was correctly disclosed in the 2022/23 accounts, but had been brought forward incorrectly.</p>
£97,000 £16,000	<p>Note 8 Analysis of charitable activity, Note 15 Debtors and Note 17 Analysis of liabilities</p> <ul style="list-style-type: none"> • In Note 15, decrease long-term prepayments by £48,000 and short-term prepayments by £49,000; and • In Note 17, decrease other creditors by £97,000. • In Note 15, decrease Accrued income by £16,000; and • In Note 8, decrease Patient education and welfare, Activities taken by £16,000 	<p>To remove an invoice relating to 2024/25 onwards, which was not paid until April 2024; and therefore should not be recognised as an asset or liability within the 2023/24 financial statements.</p> <p>To remove reclaimed VAT relating to the above invoice.</p>
£6,000 £15,000	<p>Note 15 Debtors</p> <ul style="list-style-type: none"> • Increase short-term prepayments by £6,000; and • Decrease long-term prepayments by £6,000 • Decrease Other debtors by £15,000; and • Increase Accrued income by £15,000. 	<p>To correct the classification of a prepayment between short-term and long-term.</p> <p>To correct the classification of debtors within the note.</p>

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£24,000	<p>Note 21 Commitments</p> <ul style="list-style-type: none"> • Increase Welsh Transplant Team commitment by £16,000; and • Increase prior year Welsh Transplant Team commitment by £24,000. 	To correctly disclose the value of the future commitment for the project.
£60,000	<p>Note 22 Donated Assets</p> <ul style="list-style-type: none"> • Increase value of donated assets by £60,000. 	<p>To recognise the full value of donated assets. This misstatement was noted by the Charity's finance officers before we commenced the audit.</p> <p>We report it as it is a change to the draft account submitted for audit.</p>
To be confirm (i.e. report provided now for committee papers, before amount is known)	<p>Note 23 Post Balance Sheet Events</p> <ul style="list-style-type: none"> • Fair value of investments as at xx (date to be confirmed) January 2025 added to the note. 	To take into consideration latest available information prior to certification
Various	Various other narrative amendments were made to the accounts, which we have decided not to set out in detail.	To correct or improve certain wording.

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Appendix 4

Recommendations

In the exhibits below we set out our recommendations for improvement, along with management's responses to them.

Exhibit 2: matter arising 1

The failure by some members to disclose all their interests; and an element of over disclosure within the accounts	
Findings	<p>We found that five trustee members had omitted an interest that should have been disclosed, per the guidance in place, for evaluation by finance officers. We made a similar observation in 2023, regarding the 2021-22 charity accounts, when we reported that three members had submitted incomplete related party declarations.</p> <p>On a separate matter, we also found that a small number of the declarations made by members were correct and sound (i.e. if in doubt, always declare), but that officers had incorrectly determined that a declaration represented a position of significant influence and should be disclosed per the accounting standards and the guidance in place.</p> <p>An example of this is a member who understandably disclosed that they teach on an ad-hoc basis at five bodies and that their husband is a lecturer at a university. We consider such positions not to have a significant influence, such as a person in a senior corporate position.</p>
Recommendation	<p>Members must ensure that they disclose all their interests in accordance with the guidance in place. Shortly after the close of each financial year, officers should re-share the guidance with all members and emphasise its importance to the annual accounts.</p> <p>Also, when officers review the submitted declarations, they should guard against over disclosure within the accounts by only including items for which a person's declared interest does represent significant influence.</p>

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Accepted in full by management	Yes
Management response	We will review and ensure that all interest disclosures only relate to significant influence.
Implementation date	April 2025 – 24/25 Accounts

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Exhibit 3: matter arising 2

The repetitive disclosure of audit fees	
Findings	We noted that audit fees are disclosed within both Note 10 and Note 12, which we consider to be unnecessary duplication.
Recommendation	The Charity should remove Note 12 from its future annual accounts and include any relevant Note 12 narrative within Note 10.
Accepted in full by management	Yes
Management response	To avoid duplication of disclosures Note 12 (Auditor remuneration) will be removed from the 24/25 accounts onwards. Audit fees will continue to be disclosed under Note 10.
Implementation date	April 2025 – 2024-25 accounts.

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Audit quality

Our commitment to audit quality in Audit Wales is absolute. We believe that audit quality is about getting things right first time.

We use a three lines of assurance model to demonstrate how we achieve this. We have established an Audit Quality Committee to co-ordinate and oversee those arrangements. We subject our work to independent scrutiny by QAD*, and our Chair acts as a link to our Board on audit quality. For more information see our [Audit Quality Report 2023](#).

Our People



The first line of assurance is formed by our staff and management who are individually and collectively responsible for achieving the standards of audit quality to which we aspire.

- Selection of right team
- Use of specialists
- Supervisions and review

Arrangements for achieving audit quality



The second line of assurance is formed by the policies, tools, learning & development, guidance, and leadership we provide to our staff to support them in achieving those standards of audit quality.

- Audit platform
- Ethics
- Guidance
- Culture
- Learning and development
- Leadership
- Technical support

Independent assurance



The third line of assurance is formed by those activities that provide independent assurance over the effectiveness of the first two lines of assurance.

- EQCRs
- Themed reviews
- Cold reviews
- Root cause analysis
- Peer review
- Audit Quality Committee
- External monitoring

* QAD is the quality monitoring arm of ICAEW.

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	our newsletter which provides you with regular updates on our public service audit work, good practice, and events.
	our publications which cover our audit work completed at public bodies.
	information on our forward performance audit work programme 2023-2026 which is shaped by stakeholder engagement activity and our picture of public services analysis.
	various data tools and infographics to help you better understand public spending trends including a range of other insights into the scrutiny of public service delivery.

You can find out more about Audit Wales in our [Annual Plan 2024-25](#) and [Our Strategy 2022-27](#).

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04/02/2025 15:23:20



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We welcome correspondence and telephone calls in Welsh and English.

Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg.

Catherine Phillips
Director of Finance
Cardiff and Vale
University Health Board
Maes-Y-Coed Rd
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12 September 2024

Dear Catherine,

2023-24 Charity Annual report and Accounts: audit enquiries to management and those charged with governance

The Auditor General's Statement of Responsibilities sets out that he is responsible for obtaining reasonable assurance that the financial statements taken as a whole are free from material misstatement, whether caused by fraud or error. It also sets out the respective responsibilities of auditors, management and those charged with governance.

This letter and the enclosed tables formally seek the documented consideration and understanding on a number of governance areas, which impact on our audit of the Health Board's Charity's financial statements.

There is a section for management; a section for 'those charged with governance' (the Trustee Members); and a section with background information.

The responses will inform our understanding of the Charity and its business processes; and support our work in providing an audit opinion on the 2023-24 annual report and accounts.

The completed tables should be formally considered and communicated to us, on behalf of both management and those charged with governance, by 12 November 2024.

I have copied this letter to Rob Mahoney, Helen Lawrence, and Francesca Thomas.

Yours sincerely,



Mark Jones
Audit Manager

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Enquiries of management

General enquiries (including financial reporting) of management	
Question	Response
1. Are there significant matters and/or events that have occurred since April 2022 that could influence our audit approach or the Charity's financial statements?	No
2. What are your general views on the Charity's risk assessment process relating to financial reporting?	The assessment risk that the financial statements are material misstated due to fraud is extremely low.
3. Are you aware of significant transactions that are outside the normal trading activities of the Charity's business?	No
4. Are you aware of any transactions, events or changes in circumstances that would cause	No

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General enquiries (including financial reporting) of management

Question	Response
impairments of non-current assets of the Charity's non-current assets?	
5. Are you aware of any transactions, events and conditions (or changes in these) that may give rise to recognition or disclosure of significant accounting estimates that require significant judgement? If so, how have the accounting estimates been made, what is the nature of the data used and what degree of estimate uncertainty is inherent in the estimate?	No
6. Does the Charity have any new estimates in respect of the 2023-24 year of account?	No
7. Have there been any issues that may impact the preparation of the 2023-24 financial statements?	No issues have arisen in relation to the preparation of 23/24.

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General enquiries (including financial reporting) of management

Question	Response
8. Do you have knowledge of events or conditions beyond the period of the going concern assessment that may cast significant doubt on the Charity's ability to continue as a going concern?	There are no events or conditions which have arisen that may cast significant doubt on the Charities ability to continue as a going concern.
9. Are there any issues around the use of service organisations or common functions, including uncorrected misstatements from any such service organisations? This would include the NHS Wales Shared Services Partnership.	No
10. Have there been any new contingencies arising in respect of 2023-24 that require disclosure? Please provide information about these new contingencies and the status of any disclosed contingencies from the prior year.	N/A

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Enquiries of management - in relation to fraud

Question	Response
11. What is management's assessment of the risk that the financial statements may be materially misstated due to fraud? What is the nature, extent and frequency of management's assessment?	<p>The assessed risk that the financial statements are materially misstated due to fraud is extremely low.</p> <p>Management are not aware of any fraud or potential fraud that would materially impact on the financial statements. This assessment is made on the basis of robust and comprehensive counter fraud and internal audit services.</p> <p>All potential fraud cases are rigorously investigated and pursued by the Health Board's counter fraud service.</p> <p>Internal Audit also regularly undertake a review of charitable funds and the main financial systems from which the financial statements are prepared, during which no concerns were raised in relation to fraud.</p>
12. Do you have knowledge of any actual, suspected or alleged fraud affecting the Charity?	No

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Enquiries of management - in relation to fraud

Question	Response
<p>13. What is management's process for identifying and responding to the risks of fraud in the Charity, including any specific risks of fraud that management has identified or that have been brought to its attention?</p>	<p>The Health Board charity has a year-end accounts closure process which includes a management review which aims to mitigate against the risks of any financial misstatements.</p> <p>The Health Board's internal auditors also annually review the core fundamental financial systems upon which the financial statements are based.</p> <p>The risks round fraud are mitigated by a robust and well-resourced counter fraud programme.</p> <p>All senior staff in the Finance Department must be professionally qualified accountants whose professional institutes have strong code of conducts and professional ethics.</p> <p>Any deliberate mis-statements would breach this with very significant personal consequences.</p>
<p>14. What classes of transactions, account balances and disclosures, within the financial</p>	<p>The assessed risk that the financial statements are materially misstated due to fraud is extremely low. All</p>

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Enquiries of management - in relation to fraud

Question	Response
statements, have you identified as most at risk of fraud?	classes of transactions, account balances and disclosures, within the financial statements have been considered and robust processes put in place.
15. Are you aware of any whistleblowing or complaints by potential whistleblowers? If so, what has been the Charity's response?	No
16. What is management's communication to those charged with governance (the Trustee Members) regarding their processes for identifying and responding to risks of fraud?	Assurances are gained via the Charitable Funds Committee and other appropriate Board Committees where these issues are discussed.
17. What is management's communication to employees regarding their views on business practices and ethical behaviour?	All staff have access to the Standards of Behaviours Framework Policy via the Intra and Internet plus this is included upon recruitment and at induction. Consultant Medical and Dental Staff are reminded of the need to declare interests etc, when completing their job plans. Board members/ are made aware of the policy on recruitment and

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Enquiries of management - in relation to fraud

Question	Response
	<p>are also prompted to complete a declaration on an annual basis.</p> <p>This requires them to confirm that they have read and understood the policy. 'Declarations of Interest' is also a standing item on the agenda of all Board and Committee meetings.</p> <p>In addition, the Standards of Behaviours Framework policy has been circulated across the Health Board via Internet, Intranet and Email communications.</p> <p>These communications have highlighted the need to comply with the policy at key times of the year, including Christmas, during key sporting events and at the start of the new financial year.</p> <p>This has been done to make sure that expectations of ethical governance and standards of conduct and behaviour are being communicated to all professional staff and not only to Medical and Dental staff.</p>

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Enquiries of management - in relation to fraud

Question	Response
18. For the Charity's service organisations, have you reported any fraud or potential fraud to any affected parties?	No

Enquiries of management – in relation to laws and regulations

Question	Response
19. What are the policies and procedures in place to identify applicable legal and regulatory requirements to ensure compliance?	<p>Assurances are gained via the Charitable Funds Committee where these issues are discussed.</p> <p>The Charity has also issued detailed guidance as to what expenditure is appropriate to be funded from the charity and this has been subject to legal review.</p>

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Enquiries of management – in relation to laws and regulations

Question	Response
20. Have there been any new applicable legal and regulatory requirements introduced since April 2023?	There have been changes to the SORP during 23/24.
21. Are you aware of any instances of non-compliance with laws or regulations? Has the Charity received any notice of any such known of possible instances of non-compliance?	None.
22. Have there been any examinations or inquiries performed by licensing, tax, or other authorities/regulators?	Since its launch in 2005, the lottery has been required to register with the local authority as a Small Society Lottery. The Health Charity was advised during 2023 that as the annual income into the lottery had increased to and exceeded the threshold of £250,000 per annum, it could no longer be registered as a small society lottery but required a license from the UK Gambling Commission to run the lottery, without which it would be in breach of gambling licensing legislation.

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Enquiries of management – in relation to laws and regulations

Question	Response
	Cardiff Council have granted in the interim period a small society lottery registration whilst an application is made for a gaming license. The gambling license application is a <u>ongoing</u> process.
23. Has there been any significant communications with regulators?	No significant communication, an application is in progress with the Gambling Commission in relation to the staff lottery.
24. For the Charity's service organisations, have you reported any non-compliance with laws and regulations?	No

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Enquiries of management in relation to related parties

Question	Response
25. Have there been any changes to related parties from the prior year? If so, what is the identity of the related parties and the nature of those relationships?	We have undertaken a review of persons with significant influence over the Charity and have included Joanne Brandon. She has no relationships with any 3 rd parties (DOI)
26. What transactions have been entered into with related parties during the period? What is the purpose of these transactions?	The charity holds close links with C&V UHB including sharing of staff and accommodation, other related party transactions did take place but these were minimal. All transactions were carried out under the normal operations of the Health charity and listed in detail within the related party note.
27. What controls are in place to identify, account for and disclose related parties?	<p>Staff are required to make declarations in accordance with the Standards of Behaviour Framework Policy, incorporating Gifts, Hospitality and Sponsorship.</p> <p>All Board members / Trustees are asked to make a declaration on an annual basis, which is then recorded and published in the Declarations of Board Members' Interests.</p>

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	Where a Board Member's interests change during the year, they have a personal responsibility to declare this and inform the Board Secretary.
28. What controls are in place to authorise and approve significant transactions and arrangements: <ul style="list-style-type: none">• with related parties; and• outside the normal course of business?	All transactions with related parties and outside the normal course of business are reviewed based on the above-mentioned controls.

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Enquiries of those charged with governance (the Trustee Members)

Enquiries of those charged with governance	
Question	Response
29. Do you have any knowledge of actual, suspected, or alleged fraud affecting the entity?	No
30. What is your assessment of the risk of fraud within the entity, including those risks that are specific to the Charity's business sector?	<p>The assessed risk that the financial statements are materially misstated due to fraud is extremely low.</p> <p>Management are not aware of any fraud or potential fraud that would materially impact on the financial statements. This assessment is made on the basis of robust and comprehensive counter fraud and internal audit services.</p> <p>All potential fraud cases are rigorously investigated and pursued by the Health Board's counter fraud service.</p>

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Enquiries of those charged with governance

Question	Response
	<p>Internal Audit undertake a regular review of charitable funds and the main financial systems from which the financial statements are prepared.</p>
<p>31. How do you exercise oversight of:</p> <ul style="list-style-type: none"> • Management’s processes for identifying and responding to the risk of fraud in the Charity; and • The controls to manage these risks? 	<p>The Health Board charity has a year-end accounts closure process which includes a management review which aims to mitigate against the risks of any financial misstatements.</p> <p>The Health Board’s internal auditors also annually review the core fundamental financial systems upon which the financial statements are based.</p> <p>The risks round fraud are mitigated by a robust and well-resourced counter fraud programme.</p> <p>All senior staff in the Finance Department must be professionally qualified accountants whose professional institutes have strong code of conducts and professional ethics.</p>

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Enquiries of those charged with governance

Question	Response
	Any deliberate mis-statements would breach this with very significant personal consequences.
32. Are you aware of any non-compliance with laws and regulations that may be expected to have a fundamental effect on the operations of the Charity?	<p>A gaming licence application is currently in process with the Gambling Commission to allow the staff lottery to operate in excess of £250k.</p> <p>Currently the UHB holds a small license with Cardiff City Council, during 23/24 this income reached £305k</p> <p>There are currently no known factors which would prevent the Gambling Commission awarding this licence</p> <p>Since its launch in 2005, the lottery has been registered annually as a Small Society Lottery with the local authority, Cardiff Council, in line with UK Gambling Commission requirements.</p> <p>-</p> <p>In 2023, the Health Charity received notification from the local authority, that following receipt of its annual returns, as its annual income for the preceding year had exceeded the</p>

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Enquiries of those charged with governance

Question	Response
	<p>threshold of £250,000 per annum for a small society registration,</p> <p>it therefore requires a Large Society operating licence from the UK Gambling Commission, to remain in compliance with gambling licensing legislation.</p> <p>-</p> <p>An application for a license is being actioned by the Health Charity and the estimated timeline for a gaming licence to be granted is approx. 16 - 20 weeks. In the interim period, the local authority has renewed the Health Charity's small society lottery registration, and action taken to ensure the continued income meets the threshold requirements, whilst the application for a large society operating licence is processed.</p>
33. Are there any matters which you consider require particular attention during the audit?	As above (point 32).

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Enquiries of those charged with governance

Question	Response
34. Are you aware of any instances of non-compliance with relevant laws and regulations?	As above (point 32).
35. What is the process for identifying and responding to the risks of fraud?	<p>The Health Board charity has a year-end accounts closure process which includes a management review which aims to mitigate against the risks of any financial misstatements.</p> <p>The Health Board's internal auditors also annually review the core fundamental financial systems upon which the financial statements are based.</p> <p>The risks round fraud are mitigated by a robust and well-resourced counter fraud programme.</p> <p>All senior staff in the Finance Department must be professionally qualified accountants whose professional institutes have strong code of conducts and professional ethics.</p> <p>Any deliberate mis-statements would breach this with very significant personal consequences.</p>

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Enquiries of those charged with governance

Question	Response
36. Text Deleted by WAO	
37. Are there any other matters which you consider may influence the audit of the financial statements?	No
38. Are you aware of any significant communications with regulators?	No
39. What arrangements are in place to oversee the effectiveness of internal control?	Internal Audit undertake a regular review of charitable funds and the main financial systems from which the financial statements are prepared.

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Background information

Matters in relation to fraud

International Standard for Auditing (UK) and Ireland) 240 covers auditors' responsibilities relating to fraud in an audit of financial statements.

The primary responsibility to prevent and detect fraud rests with both management, and 'those charged with governance', being the Trustee Members. Management, with the Trustee Members, should ensure there is a strong emphasis on fraud prevention and deterrence and create a culture of honest and ethical behaviour, reinforced by active oversight by the Members.

As external auditors, we are responsible for obtaining reasonable assurance that the financial statements are free from material misstatement due to fraud or error. We are required to maintain professional scepticism throughout the audit, considering the potential for management override of controls.

What are we required to do?

As part of our risk assessment procedures, we are required to consider the risks of material misstatement due to fraud. This includes understanding the arrangements management has put in place in respect of fraud risks. The ISA views fraud as either:

- the intentional misappropriation of assets; or
- the intentional manipulation or misstatement of the financial statements.

We also need to understand how the Members exercise oversight of management's processes. We are also required to make enquiries of both management and the Members as to their knowledge of any actual, suspected, or alleged fraud and for identifying and responding to the risks of fraud and the internal controls established to mitigate them.

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Matters in relation to laws and regulations

International Standard for Auditing (UK and Ireland) 250 covers auditors' responsibilities to consider the impact of laws and regulations in an audit of financial statements.

Management, with the oversight of those charged with governance, (the Trustee Members), is responsible for ensuring that the Fund's operations are conducted in accordance with laws and regulations, including compliance with those that determine the reported amounts and disclosures in the financial statements.

As external auditors, we are responsible for obtaining reasonable assurance that the financial statements are free from material misstatement due to fraud or error, taking into account the appropriate legal and regulatory framework. The ISA distinguishes two different categories of laws and regulations:

- laws and regulations that have a direct effect on determining material amounts and disclosures in the financial statements; and
- other laws and regulations where compliance may be fundamental to the continuance of operations, or to avoid material penalties.

What are we required to do?

As part of our risk assessment procedures, we are required to make inquiries of management and the Members as to whether the Fund is in compliance with relevant laws and regulations. Where we become aware of information of non-compliance or suspected non-compliance, we need to gain an understanding of the non-compliance and the possible effect on the financial statements.

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Matters in relation to related parties

International Standard for Auditing (UK and Ireland) 550 covers auditors' responsibilities relating to related party relationships and transactions.

The nature of related party relationships and transactions may, in some circumstances, give rise to higher risks of material misstatement of the financial statements than transactions with unrelated parties.

Because related parties are not independent of each other, many financial reporting frameworks establish specific accounting and disclosure requirements for related party relationships, transactions, and balances to enable users of the financial statements to understand their nature and actual or potential effects on the financial statements. An understanding of the Charity's related party relationships and transactions is relevant to the auditor's evaluation of whether one or more fraud risk factors are present as required by ISA (UK and Ireland) 240, because fraud may be more easily committed through related parties.

What are we required to do?

As part of our risk assessment procedures, we are required to perform audit procedures to identify, assess and respond to the risks of material misstatement arising from the Charity's failure to appropriately account for or disclose related party relationships, transactions or balances in accordance with the requirements of the framework.

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-Report Title:	Charitable Funds Financial Position Report for the Period Ended 31st December 2024.			Agenda Item no.	8.1
Meeting:	Board of Trustees	Public	X	Meeting Date:	23.01.25
		Private			
Status <i>(please tick one only):</i>	Assurance	x	Approval	Information	
Lead Executive:	Executive Director of Finance				
Report Author:	Deputy Director of Finance				

Main Report

Background and current situation:

Background and current situation:

The financial update report aims to:

- Provide information on the year-to-date financial performance of the Charity for the period 1st April 2024 to the period 31st December 2024.
- Assess the forecast financial position of the Charity including commitments already made.

Executive Director Opinion and Key Issues to bring to the attention of the Board/Committee:

There are two key issues to bring to the attention of the Committee:-

- The value of the Charitable Funds has decreased by **£0.109m** from 1st April 2024 to 31st December 2024. This incorporates net expenditure of **£0.222m** over income and a gain of the Investment Portfolio value of £0.113m.
- The General Reserve is currently in deficit, which with remaining commitments, is forecast to be in deficit by **£0.774m** at 31st March 2025.

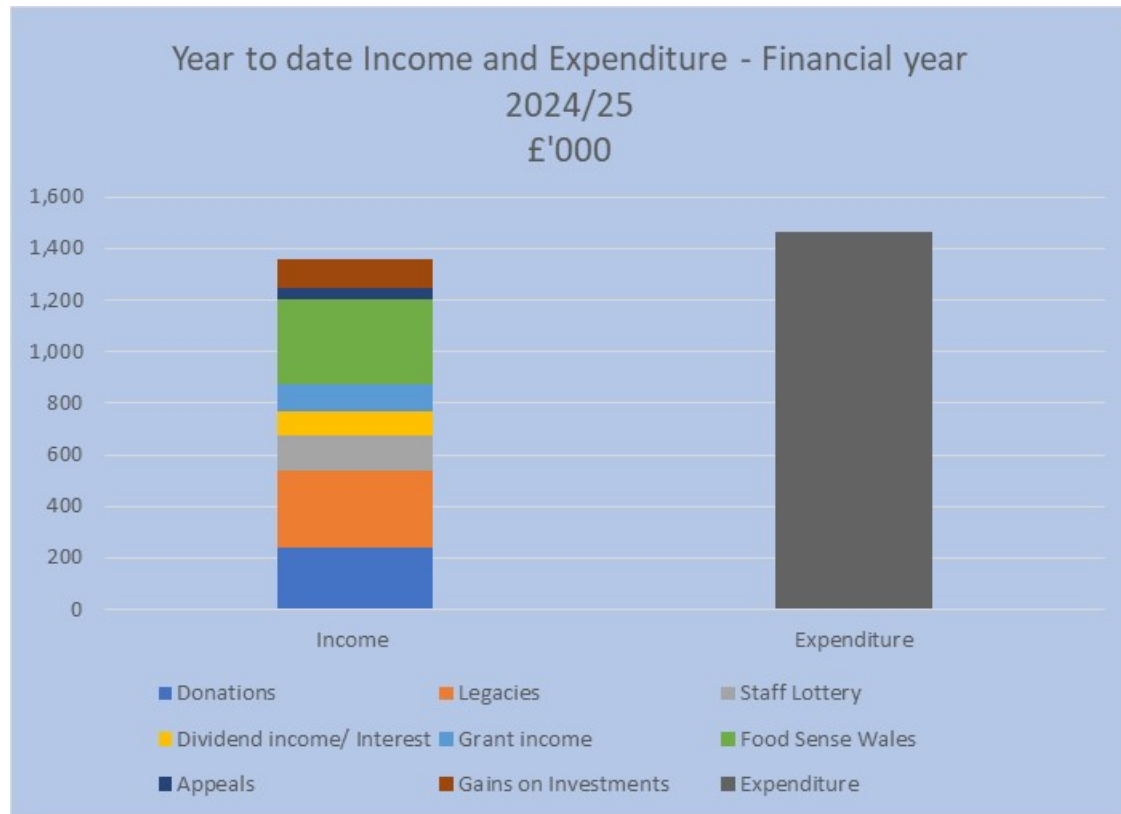
Financial Performance to 31st December 2024

The year to date financial position of the charity is summarised in the following table.

Table 1: Financial position of the Charity for the period to 31st December 2024.

	Unrestricted Funds £'000	Restricted Funds £'000	Endowment Funds £'000	Total Funds £'000
Fund Balances brought forward April 2024	2,953	2,195	4,222	9,370
Total Income Resources	264	980		1,244
Total Resources Expended	-839	-627	0	-1,466
Net Incoming/(Outgoing) Resources	-575	353		-222
Gains / (Losses) on Investment Assets	113			113
Fund Balances carried forward to 31st December 2024	2,491	2,548	4,222	9,261
Net Movement in Funds	-462	353	0	-109

Table 1 shows the Charity has generated £1.244m of income and spent £1.466m for the financial year to date. This has resulted in net expenditure of £0.222m. In addition, the charity has seen market value gains on its investments of £0.113m for the period to 31st December 2024. The combined effect of this is a net decrease in fund balances for the period ending 31st December of £0.109m.



An analysis of the income received by the charity for the year, is contained in Table 2. This also shows the comparison of income received for the same period over the previous 2 years.

Table 2: Schedule of Income for the period to 31st December 2024

Income	Unrestricted	Restricted	Total		23/24	22/23
	£000	£000	24/25		December	December
	£000	£000	£000		£000	£000
Legacies	27	272	299		120	131
Grants (FR)	4	104	108		287	0
Food Sense Wales	0	325	325		87	0
Donations	173	65	238		241	384
Staff Lottery	0	140	140		198	198
Appeals	0	42	42		33	33
Dividend Income / Interest	60	32	92		91	91
Total Income	264	980	1,244		1,057	837

The closing balance sheet for the period to date is shown in Table 3.

Table 3: Summary Balance Sheet as at 31st December 2024

	Opening Balance £000 01.04.24	Closing Balance £000 31.12.24	Change in Financial Year £000
Fixed Assets			
Investment Portfolio	5,789	5,378	(411)
Rookwood Hospital	4,182	4,182	0
Net Current Assets / Liabilities			
Cash	226	280	54
Debtors	262	24	(238)
Liabilities	(1,089)	(603)	486
Total Net Assets	9,370	9,261	(109)
Unrestricted Funds	2,953	2,491	(462)
Restricted Funds	2,195	2,548	353
Endowment Funds	4,222	4,222	0
Total Funds	9,370	9,261	(109)

The balance sheet has decreased by £0.109m in the period, as per the table, due to £0.222m excess expenditure and £0.113m investment gain.

Cashflow Forecast

A cashflow forecast for 2024/25 is included as Attachment 1 to this report, which has been updated for the actual period ending 31st December 2024. The committee will note that £525k has been realised through sales from the investment portfolio to the period ending December 2024. Based on current spending plans and trajectory, it is projected that a further cash release from investments of £125k will be required to further support the cash position by the end of the financial year. The Finance Team will continue to monitor the situation and liaise with the investment advisors accordingly.

Forecast Financial Position of the Charity's General Fund Reserve

I&E Outlook analysis of the General Reserve Fund

The Funds Held on Trust are structured over a range of Restricted and Unrestricted (Designated Funds) funds according to the nature of how funds are established and the income that has supported the creation and ongoing activity of each fund.

The General Fund incorporates income that is not specified to a particular fund, alongside increases, and decreases in the Charity's investment portfolio valuation. Expenditure that is not specific to a particular fund, is also attributed to the General Fund. This includes the staff costs of the Charity that cannot be recharged to specific funds. At present, this currently incorporates 70% of the cost of the Charitable Funds team.

Attachment 2 provides a current year projection and a forward projection of the General Reserve Fund for the financial years 2024-25 to 2028-29.

Due to prior funding commitments etc, this resulted in a brought forward deficit of £0.605m for financial year 2024-25.

The General Fund has been closed to new applications for funding since the middle of the 2022-23 financial year. However there were outstanding commitments still to be funded as detailed in Table 5 below :-

Table 5: Outstanding commitments against General Reserves

Commitments	Approved £ £'000	Outstanding £ £'000	Detail
Welsh Transplant Team	40	24	8 years remaining
Neurological Gardens - On - Going Maintenance Cost	94	75	
Total	134	99	

The draft out-turn valuation of the General Fund is projected to be **£0.774m** at 31st March 2025.

Based upon the current income and expenditure trends the predicted General Fund values for 2024/25 to 2028-29 are summarized below:

Cumulative impact on General Fund of operational cost and movements in investment value after applying options	2024/25	2025/26	2025/26	2027/28	2028/29
Change in fund value arising from operations	(2,594,747)	(2,686,165)	(2,322,583)	(2,386,001)	(2,449,419)
Change in fund value arising from movement in Investments	1,820,675	1,964,345	2,108,015	2,251,685	2,395,355
Balance of General Reserve	(774,071)	(721,819)	(214,567)	(134,315)	(54,063)

In light of the increasing deficit in the General Fund, the Head of the Charity was asked to develop a plan to return the General Fund to a recurrent surplus position. A Task and Finish group has developed options to address the financial stability of the Funds Held on Trust.

The group looked at:

- Right-sizing the team
- Appropriate skill mix across the team
- Balance of fund raising and stewardship focus
- The challenge of multiple restricted funds
- Appropriate level of team recharge to funds

In addition the group has commissioned external consultants, Moore Partnership to review the Charity Operations.

Key points for the attention of Committee:

The key financial risks are :-

- The performance of the investment portfolio which currently supports the General Fund balance.
- The staff recharges to the General Fund
- The impact on the Funds Held on Trust cashflow arising from the investment portfolio and the staff recharges.

- The General Fund is forecast to be **£0.774m.in deficit by year end.**

Recommendation

The Board / Committee are requested to:

- **NOTE** the financial position of the charity;
- **NOTE** the performance of the investment portfolio;
- **NOTE** the over commitment of the General Reserve:
- **NOTE** the development of a longer term plan to reduce the deficit on the General Fund Reserve

1. Reduce health inequalities	X	6. Have a planned care system where demand and capacity are in balance	
2. Deliver outcomes that matter to people	X	7. Be a great place to work and learn	X
3. All take responsibility for improving our health and wellbeing	X	8. Work better together with partners to deliver care and support across care sectors, making best use of our people and technology	
4. Offer services that deliver the population health our citizens are entitled to expect	X	9. Reduce harm, waste and variation sustainably making best use of the resources available to us	X
5. Have an unplanned (emergency) care system that provides the right care, in the right place, first time		10. Excel at teaching, research, innovation and improvement and provide an environment where innovation thrives	X

Five Ways of Working (Sustainable Development Principles) considered

Please tick as relevant

Prevention	Long term	X	Integration	Collaboration	Involvement
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Impact Assessment:

Please state yes or no for each category. If yes please provide further details.

Risk: n/a

Safety: n/a

Financial: **Yes**

Workforce: n/a

Legal: n/a

Reputational: n/a

Socio Economic: n/a

Equality and Health: n/a

Decarbonisation: n/a

Approval/Scrutiny Route:

Committee/Group/Exec

Date:

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Cardiff and Vale Health Charity Cash Flow Forecast

	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Total	2023/2024	CHANGE
Brought forward balance	223,047	366,963	571,371	445,719	422,277	284,965	326,217	268,684	269,955	279,213	371,749	326,363	223,047	559,089	
	ACT	ACT	ACT	ACT	ACT	ACT	ACT	ACT	ACT	EST	EST	EST		Total	Total
Receipts															
Staff Lottery	23,634	26,211	27,687				28,370	28,836	28,442	28,239	28,239	28,239	247,896	299,568	(51,673)
Grants				12,058		82,020							94,078	431,816	(337,738)
Legacies	213,525				42,000		41,077	1,560		270,000	36,475		604,637	350,383	254,254
Investment Income			40,013			28,533			23,350			37,000	128,896	104,150	24,746
Food Sense Wales	96,348	46,825	7,415	2,112	61,394		32,966	5,050	104,000			46,456	402,566	247,036	155,530
VAT Reclaim			22,631		8,819				7,030				38,480		38,480
Other Donations	22,540	35,133	38,333	16,508	14,404	16,365		58,247	38,361	28,650	28,650	28,650	325,841	329,599	(3,758)
Bank Account Interest	1,099	1,524	1,664	2,188	1,847	1,432	1,264	1,249	1,222	1,400	1,400	1,400	17,687	19,923	(2,235)
Gift Aid	2,518		1,642		316					2,518			6,994	7,541	(547)
JustGiving	3,390	8,056	4,762	3,885	7,254	13,998	17,306	10,250	1,520	10,100	10,100	10,100	100,721	104,895	(4,174)
Paypal	255	393	78	739	477		2,138	169	2,114	1,050	1,050	1,050	9,513	11,206	(1,693)
Stripe	1,464		1,974	1,527	3,967	3,570	1,749	632	1,113	2,950	2,950	2,950	24,845	30,026	(5,181)
Much loved	815		71				95					1,702	2,684	1,590	1,094
Operational Receipts	365,588	118,141	146,201	39,088	140,478	145,918	124,964	105,991	207,150	344,907	108,864	157,547	2,004,838	1,937,733	67,105
Cash Withdrawal Rathbone Sale of Investments		400,000						125,000				125,000	650,000	0	
Total Cash Receipts	365,588	518,141	146,201	39,088	140,478	145,918	124,964	230,991	207,150	344,907	108,864	282,547	2,654,838	1,937,733	67,105
Payments															
Christmas Allocation									(10,000)				(10,000)	(10,500)	500
Food Sense Wales		(73,723)	(5,400)		(946)	(2,172)		(1,380)	(6,642)	(50,905)	(45,163)	(45,163)	(231,493)	(136,210)	(95,283)
Grow Cardiff							(79,160)						(79,160)	(326,299)	247,139
Capital Schemes Funded by Charity												(278,000)	(278,000)		(278,000)
Horatios Gardens							(9,418)						(9,418)	(192,000)	182,582
Other Creditors	(206,860)	(189,804)	(80,801)	(60,802)	(201,401)	(99,690)	(52,658)	(92,160)	(73,495)	(21,000)	(21,000)	(21,000)	(1,120,672)	(863,549)	(257,123)
Staff Lottery Database							(38,634)						(38,634)	0	(38,634)
Social Prescribing Project (Child Health)			(49,168)					(126,036)					(175,204)		(175,204)
Staff Lottery Approvals	(9,811)	(13,944)	(5,722)	(1,728)	(3,558)	(2,804)	(627)			(6,975)	(20,000)	(20,000)	(85,168)	(93,395)	8,227
Investment Management Fees		(8,689)			(8,140)			(8,144)				(7,821)	(32,794)	(33,216)	422
Other Salaries - various funds													0	(123,795)	123,795
Staff Lottery Prizes	(5,000)	(4,000)	(13,000)				(2,000)	(2,000)	(29,000)	(4,000)	(4,000)	(4,000)	(67,000)	(81,000)	14,000
C&V Quarterly Salary Recharges (Admin)		(23,573)								(47,146)		(23,573)	(94,292)	(70,719)	(23,573)
C&V Quarterly Salary Recharges (Internal Audit)													0	(9,636)	9,636
C&V Charity Wales Audit charges					(23,784)					(23,784)			(47,568)	(45,288)	(2,280)
C&V Quarterly Health Charity Salaries			(117,762)		(39,962)				(78,755)	(98,561)	(64,088)	(59,732)	(458,861)	(288,169)	(170,691)
Total Payments	(221,672)	(313,732)	(271,853)	(62,530)	(277,790)	(104,666)	(182,497)	(229,720)	(197,893)	(252,371)	(154,251)	(459,289)	(2,728,264)	(2,273,776)	(454,489)
In Month Movement	143,916	(195,591)	(125,652)	(23,442)	(137,312)	41,252	(57,533)	(123,728)	9,258	92,536	(45,386)	(301,742)	(73,426)	(336,042)	(387,384)
Balance carried forward	366,963	571,371	445,719	422,277	284,965	326,217	268,684	269,955	279,213	371,749	326,363	149,621	149,621	223,047	

Chilcott, Rachel
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Cardiff and Vale Charity General Reserve Profile

	B/FWD	2024/25	2025/26	2026/27	2027/28	2028/29
Balance Brought Forward		(605,128)	(734,071)	(862,819)	(991,567)	(1,112,315)
Income (Legacies, Donations - Not Restricted)		0	0	0	0	0
Transfers (From Dormant Funds)		15,000	15,000	15,000	15,000	15,000
Total Income		15,000	15,000	15,000	15,000	15,000
Cost of Fundraising Team		(255,000)	(270,000)	(270,000)	(270,000)	(270,000)
Expenditure - General Reserve Commitments		(17,418)	(17,418)	(17,418)	(9,418)	(9,418)
Total Expenditure - Operational		(272,418)	(287,418)	(287,418)	(279,418)	(279,418)
Operational Sub Total		(257,418)	(272,418)	(272,418)	(264,418)	(264,418)
Unrealised change in Investment Values - Increase / (Decrease)		128,475	143,670	143,670	143,670	143,670
Balance of General Reserve		(734,071)	(862,819)	(991,567)	(1,112,315)	(1,233,063)

MEMORANDUM - Cumulative impact on General Fund of operational cost and movements in investment value						
Change in fund value arising from operations	(2,297,329)	(2,554,747)	(2,827,165)	(3,099,583)	(3,364,001)	(3,628,419)
Change in fund value arising from movement in Investments	1,692,200	1,820,675	1,964,345	2,108,015	2,251,685	2,395,355
Balance of General Reserve	(605,128)	(734,071)	(862,819)	(991,567)	(1,112,315)	(1,233,063)

Change options to Financial Flows

1. Restructure of Charity team - Already underway			108,000	108,000	108,000	108,000
2. Allocation of all dividend income to General Fund (based on 4 year average)			130,000	130,000	150,000	150,000
3. Recharge of all other relevant annual costs to General Fund (Audit, Finance & Investment Managers)			(167,000)	(167,000)	(167,000)	(167,000)
4. 10% on all income received by FHoT (where allowable)			110,000	110,000	110,000	110,000
5. Non Recurrent payback from Sale of Rookwood proceeds to recognise funds spent on Horatio's Garden				455,000		
Commissioning of professional external review of strategy		(40,000)				

Sub Total of Options	(40,000)	181,000	636,000	201,000	201,000
Revised Surplus / Deficit in year	(168,943)	52,252	507,252	80,252	80,252
Revised Cumulative Forecast Value if all options are realised in line with the values forecast	(774,071)	(721,819)	(214,567)	(134,315)	(54,063)

CUMULATIVE CHANGE RESULTING FROM ACTIONS TAKEN	(40,000)	141,000	777,000	978,000	1,179,000
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MEMORANDUM - Cumulative impact on General Fund of operational cost and movements in investment value after applying options						
Change in fund value arising from operations	(2,297,329)	(2,594,747)	(2,686,165)	(2,322,583)	(2,386,001)	(2,449,419)
Change in fund value arising from movement in Investments	1,692,200	1,820,675	1,964,345	2,108,015	2,251,685	2,395,355
Balance of General Reserve	(605,128)	(774,071)	(721,819)	(214,567)	(134,315)	(54,063)