

CYFARFOD O'R YMDDIRIEDOLWR CORFFORAETHOL
MEETING OF THE CORPORATE TRUSTEE

DYDDIAD Y CYFARFOD: DATE OF MEETING:	30 January 2025
TEITL YR ADRODDIAD: TITLE OF REPORT:	Annual Report and Accounts for the Year ended 31 March 2024
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Huw Thomas, Director of Finance Sharon Daniel, Interim Director of Nursing, Quality & Patient Experience
SWYDDOG ADRODD: REPORTING OFFICER:	Timothy John, Senior Finance Business Partner Nicola Llewellyn, Head of Hywel Dda Charities

Pwrpas yr Adroddiad (dewiswch fel yn addas)

Purpose of the Report (select as appropriate)

Ar Gyfer Penderfyniad/For Decision

ADRODDIAD SCAA

SBAR REPORT

Sefyllfa / Situation

Following the audit by Audit Wales, the Board of Hywel Dda University Local Health Board (HDdUHB), in its role as corporate trustee of the charitable funds held by HDdUHB, is requested to approve the Hywel Dda Health Charities Annual Report and Accounts 2023/24.

Cefndir / Background

HDdUHB has been appointed as Corporate Trustee of the charitable funds by virtue of Statutory Instrument 2009 No. 778 (W.66) and its Board serves as its agent in the administration of the charitable funds held by the University Health Board.

Day to day management and operation of the charity is delegated to the Charitable Funds Committee which must act in the interests of the funds and their beneficiaries, not the UHB's exchequer priorities. The Charity Commission has set out these guidelines and the UHB has adopted a strategy for the funds that supports this.

The draft accounts were presented to the Charitable Funds Committee at its meeting of 13 December 2024. The final accounts following audit, attached as Appendix 1, are now presented to the Corporate Trustee for approval prior to submission to the Charity Commission by the deadline of 31 January 2025.

Asesiad / Assessment

Audit Wales (AW) has audited the financial statements of Hywel Dda Health Charities for the year ended 31 March 2024 and the Auditor General's intention is to issue an unqualified audit opinion as set out in the ISA 260 report, attached at Appendix 2.

International Standard on Auditing (ISA) 260 requires Audit Wales to report certain matters arising from the audit of the financial statements to those charged with governance of a body in sufficient time to enable appropriate action.

The 'Audit of Accounts Report' sets out for consideration the matters arising from the audit that require reporting under ISA 260 which bring the following issues to the Corporate Trustee's attention:

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.

There are no issues identified in the final ISA 260 Report in relation to conclusions over going concern and there are no other significant issues reported by exception.

There have been some minor amendments made to the draft accounts presented to the Charitable Funds Committee but these corrections made no impact to the financial outcome of the Charity for the year ended 31 March 2024. (Details are set out in Appendix 3 of the ISA 260.)

There are two recommendations which have been made during the course of the audit, which are:

- All charitable fund donations should be banked within a set time frame to ensure that the cash received is recorded and accounted for in the correct period.
- From 2024-25, each year the Charity should obtain a Type 2 controls report, to provide the Charity with an improved level of assurance regarding its investment manager's controls, and, to provide assurance to us as your auditors.

Argymhelliad / Recommendation

The Corporate Trustee is requested to **APPROVE** the Hywel Dda Health Charities Annual Report and Accounts 2023/24.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	Not applicable
Parthau Ansawdd: Domains of Quality Quality and Engagement Act (sharepoint.com)	Not Applicable
Galluogwyr Ansawdd: Enablers of Quality: Quality and Engagement Act (sharepoint.com)	Not Applicable

Amcanion Strategol y BIP: UHB Strategic Objectives:	Not Applicable
Amcanion Cynllunio Planning Objectives	Not Applicable
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Report 2021-2022	10. Not Applicable

Gwybodaeth Ychwanegol: Further Information:	
Ar sail tystiolaeth: Evidence Base:	Audit Wales Accounting standards Ledger reports and investment reports
Rhestr Termau: Glossary of Terms:	Included within the body of the report
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Cyfarfod Bwrdd Iechyd Prifysgol: Parties / Committees consulted prior to University Health Board:	Charitable Funds Committee

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	The report sets out the financial position of the charity. Income generated from fundraising activities is a key source of income for Hywel Dda Health Charities.
Ansawdd / Gofal Claf: Quality / Patient Care:	Charity objects are in support of NHS services locally
Gweithlu: Workforce:	The charity has no employees but may access staff time via the University Health Board.
Risg: Risk:	Reputational risk if associated with unethical fundraising.
Cyfreithiol: Legal:	The charity's financial reporting is in line with charity law and guidance.
Enw Da: Reputational:	Reputational risk if associated with unethical fundraising.
Gyfrinachedd: Privacy:	No impact
Cydraddoldeb: Equality:	No EqIA is considered necessary for a paper of this type.



Elusennau Iechyd
HYWEL DDA
Health Charities

#MakingaDifference in 2023-24



Annual report and accounts

Registered Charity Number: 1147863

Thank you



2023–24 has seen our local communities in Carmarthenshire, Ceredigion and Pembrokeshire continue to go the extra mile to support their NHS charity.

Thanks to your generosity, Hywel Dda Health Charities was able to fund a range of items and activities above and beyond normal NHS expenditure to enhance the experiences of Hywel Dda University Health Board patients, service users and staff.

The year has had so many highlights, and one I'll never forget is when staff across the health board came together to celebrate the NHS's 75th birthday, with hundreds appearing in NHS 75 'selfies' across the charity's social media channels! It was a truly great moment.

It was also encouraging to see partnerships strengthened during the year: most notably with Scarlets Rugby for our Wish Fund campaign, and with Activity Wales for Long Course Weekend Wales .

Your continued support is so appreciated by everyone who benefits from charitable funds. To every supporter who donated to or fundraised for us in 2023–24: thank you for making a difference!

Delyth Raynsford

Chair

Charitable Funds Committee

**Hywel Dda University
Health Board**



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Elusennau Iechyd
HYWEL DDA
Health Charities

1. Our purpose, achievements and plans





Elusennau Iechyd
HYWEL DDA
Health Charities

Our purpose

Hywel Dda Health Charities is the official charity of Hywel Dda University Local Health Board, registered charity number 1147863. We exist to make a positive difference to the health, wellbeing and experience of NHS patients, service users and staff across Carmarthenshire, Ceredigion and Pembrokeshire.

Our aim is to raise and distribute funds to enhance local NHS services. The donations we receive from patients, their families and our local communities are spent on enhancing NHS services, above and beyond what NHS funding allows.

Our charity raises and distributes funds to enhance our local NHS services through:

- Providing the most up-to-date medical equipment for diagnosis and treatment
- Creating more welcoming surroundings for patients, their families and staff
- Offering additional patient comforts to make time spent in hospital more comfortable
- Supporting staff learning and development and wellbeing initiatives;
- Enhancing care in our local communities
- Delivering healthy living and health promotion initiatives.



How we help

Hywel Dda Health Charities works closely with Hywel Dda University Health Board to ensure that our charity allocates funding to the areas where it can make the biggest impact to the treatment and care of patients across Carmarthenshire, Ceredigion and Pembrokeshire.

We do not replace NHS funding but use the generous donations we receive from patients, their families and our local communities to support the University Health Board to provide services and activities above and beyond what the NHS can provide.

Hywel Dda University Health Board is the corporate trustee of Hywel Dda Health Charities. The charity is managed independently of the University Health Board through a separate scheme of delegation to its Charitable Funds Committee.

We carry out our aims through the provision of grants to support and enhance the NHS services provided by the University Health Board and its partners.



Who we support

Hywel Dda University Health Board plans and provides NHS healthcare services for Carmarthenshire, Ceredigion, Pembrokeshire and its bordering counties.

Over 13,000 members of staff provide:

Primary care

Community care

In-hospital care

Mental health and learning disabilities services

This is done in partnership with three local authorities and public, private and third sector colleagues, including volunteers, for a population of 390,000, through:

- Four main hospitals: Bronglais Hospital in Aberystwyth; Glangwili Hospital in Carmarthen; Prince Philip Hospital in Llanelli, and Withybush Hospital in Haverfordwest
- Five community hospitals: Amman Valley and Llandovery hospitals in Carmarthenshire; Tregaron Hospital in Ceredigion, and Tenby and South Pembrokeshire hospitals in Pembrokeshire
- Two integrated care centres: Aberaeron and Cardigan in Ceredigion, and a number of other community settings, e.g. Bro Preseli, Crymych
- 48 general practices (six of which are health board managed practices); 38 dental practices (including four orthodontic); 96 community pharmacies; 41 general ophthalmic practices; and 7 ophthalmic domiciliary providers
- Numerous locations providing mental health and learning disabilities services
- Highly specialised services commissioned by Welsh Health Specialised Services Committee (WHSSC); WHSSC and the Emergency Ambulance Services Committee (EASC) were disestablished on 31 March 2024 and replaced by the Joint Commissioning Committee on 1 April 2024
- Sure Start joint services with Carmarthenshire, Ceredigion, and Pembrokeshire local authorities.



Our year in numbers

In 2023–24...



was donated to
the charity



online giving
pages were
created to
support us



people left us
a gift in their
will



players won a
prize in our
charity lottery

Our social
media reach
was over



The difference you made

Thanks to your generosity, in 2023–24 we were able to enhance care, experience and outcomes for:



In the following pages we provide just a few examples of just how charitable funds made a difference...





We funded a new eye scanner worth £14,250 for Glangwili Hospital.

The new scanner is used to take eye measurements prior to surgery to ensure the accuracy of lenses and implants. It will deliver an enhanced level of service for patients during pre-assessment for operations such as cataract surgery, especially those who are frail and less mobile. Senior Sister Casey Griffiths said: “The Tysul Eye Unit is of real benefit to patients who are less mobile – for example, those who have neck and back problems – as they may find it difficult to use the standard seated equipment within the unit. The new scanner will help us run pre-assessment clinics as effectively as possible and provide an optimum outcome for patients.”



A new reflection garden at Prince Philip Hospital was officially opened.

The garden, which is located near Ward 1 at Prince Phillip Hospital, will allow both patients and staff to have a peaceful, private area, to reflect and remember. Amber Bolt, Senior Sister, said: “The COVID pandemic was a difficult time for us all. The garden will allow for individuals to have a dedicated space to reflect. Thank you to all the staff from Ward 1 for their involvement in the fundraising. They worked so hard during the COVID-19 pandemic and still went above and beyond to fundraise for the garden.”





A new service at Bronglais Hospital supporting victims of domestic abuse received over £59,000 of grant funding from NHS Charities Together.

Mandy Nichols-Davies, Head of Safeguarding at Hywel Dda University Health Board, said: “The new service will offer support to victims of abuse that attend the emergency department and the Domestic Abuse Health Advocate will be their main point of contact. This health advocate role will not only provide an additional layer of support for those affected by abuse but will also support staff to respond as effectively as possible.”



Thanks to a generous legacy, we purchased new equipment costing over £200,000 for cardiology patients at Withybush Hospital.

The two echocardiography machines for the hospital’s Cardio-Respiratory Department will help to reduce waiting lists for scans and also enable echocardiograms for inpatients to be done sooner, which will help significantly with hospital discharges. This extra equipment is in addition to £110,000 worth of machines bought from the same bequest for the Child Health Department so that under-16 patients in Pembrokeshire can continue to receive vital cardiology screening as close to home as possible.





In partnership with the Wthybush Hospital Cancer Day Unit Appeal, we provided £165,000 to fund a new hair loss support service for cancer patients across Hywel Dda. The “Heads Up!” initiative, which will run for an initial two-year period, provides a person-centred, holistic hair loss service for cancer patients. It brings together healthcare and haircare professionals from local communities to give patients the knowledge and products needed to manage their hair loss with dignity and choice. The health board is the first in Wales to run an initiative to improve the patient experience of cancer-related hair loss.



We also funded games consoles and accessories for the new Bro Myrddin Wellbeing Hwb – Wales’s first mental health crisis hub for children and young people.

Angela Lodwick, Assistant Director of Mental Health and Learning Disabilities, said: “We’re incredibly grateful that charitable funds have allowed us to purchase this new equipment. The consoles will help the young people in crisis to have some relaxation time. We hope they will make a big difference to the wellbeing of the young people that will use the service.”

Your fantastic fundraising

In 2023-24 you went the extra mile to make a big difference! Here's a little flavour of what you achieved for your NHS charity...



Staff from the Intensive Care Unit at Glangwili Hospital ran the Cardiff Half Marathon and raised £4,200 for the service!

Team N2S raised over £3,000 for the Chemotherapy Day Unit at Prince Philip Hospital in memory of Wayne Evans by cycling the length of Wales.



Heledd Lloyd raised over £1,000 for the Day Surgery Unit at Bronglais Hospital by hosting a coffee and cake morning



Father and daughter Geoffrey Eynon and Angharad Smiriglia walked 175 miles and raised £2,775 for Pembrokeshire Cancer Services.



A Charity Golf Day at Glynhir Golf Club raised a fantastic £2,775 for the Wish Fund which supports children and young people with life-limiting and life-threatening conditions across Hywel Dda.



The blue token voting scheme at Tesco stores helped fund Cancer Cloud Kits for children and young people across Hywel Dda, helping them understand more about a cancer diagnosis in the family.



Headline news!

There are some of our highlights from 2023–24...

Prince Philip Hospital Gardens Appeal



In November 2023 we launched our Prince Philip Hospital Gardens Appeal to create new therapeutic gardens at the hospital.

International rugby union referee Nigel Owens said: “I know as well as anyone how important it is for both your physical and mental health to get outside into the fresh air. We’re asking the local community to help us provide some of the frailest patients in Prince Philip Hospital with new green spaces which will give their wellbeing a real boost.”

Long Course Weekend Wales



In June 2023 we enjoyed our second year as the “Powered By” partner at Long Course Weekend Wales, and our fundraisers raised over £7,000!

Matthew Evans, CEO at Long Course Weekend, said: “The Wales Half Marathon is a special event for so many people and we are thrilled that together we raised funds for such a great cause.”

NHS 75



Hundreds of staff across Hywel Dda joined our celebration of the NHS's 75th birthday by having a photo with our birthday selfie frames!

And a BIG thank you to everyone who generously donated and took photos, it was a great day of celebration across the three counties.

Zip Line Challenge

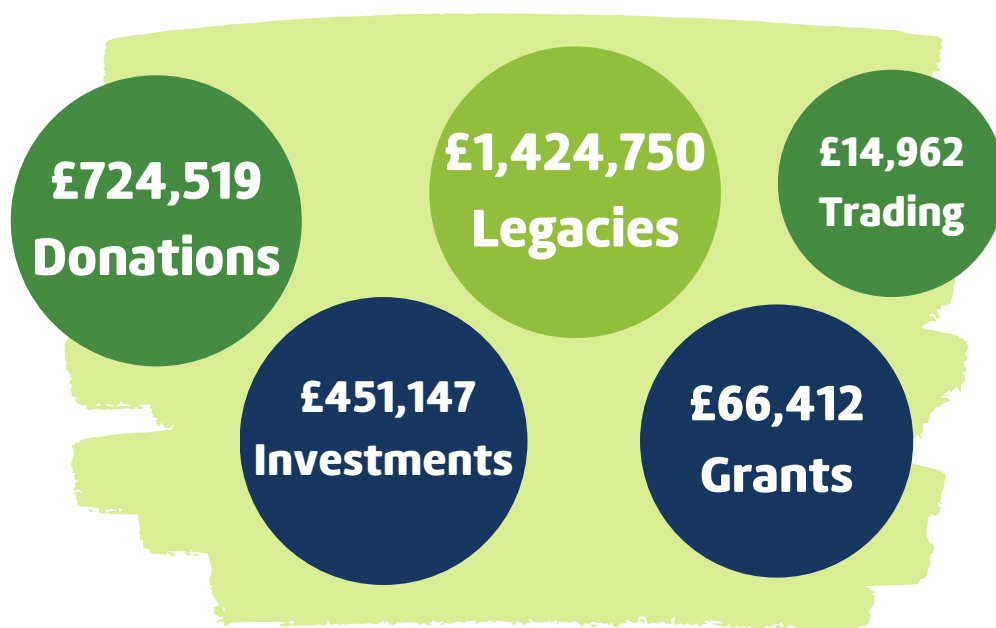


In March 2024 a brave group of 20 fundraisers headed to Zip World in north Wales and took on Velocity – the world's fastest zip line, raising over £4,500!

Fundraiser Laura Hiscox (pictured) said: "Everyone I spoke to after said they would do it again and I'd highly recommend it. It was completely exhilarating and left me buzzing, with the benefit of being a fundraiser for Hywel Dda."

Income at a glance

In total, thanks to your generosity, our income for 2023–24 was **£2.68 million**. The income streams of our charity were as follows:



Donations were received from patients and their families wanting to show their appreciation for care received. The charity is extremely grateful for all donations received to help us realise our aims. Some donations were received in memory of a loved one and we are proud to know that the treatment and support received has been so valued.

The charity was also the grateful beneficiary of a number of **legacies** totalling £1,424,750.

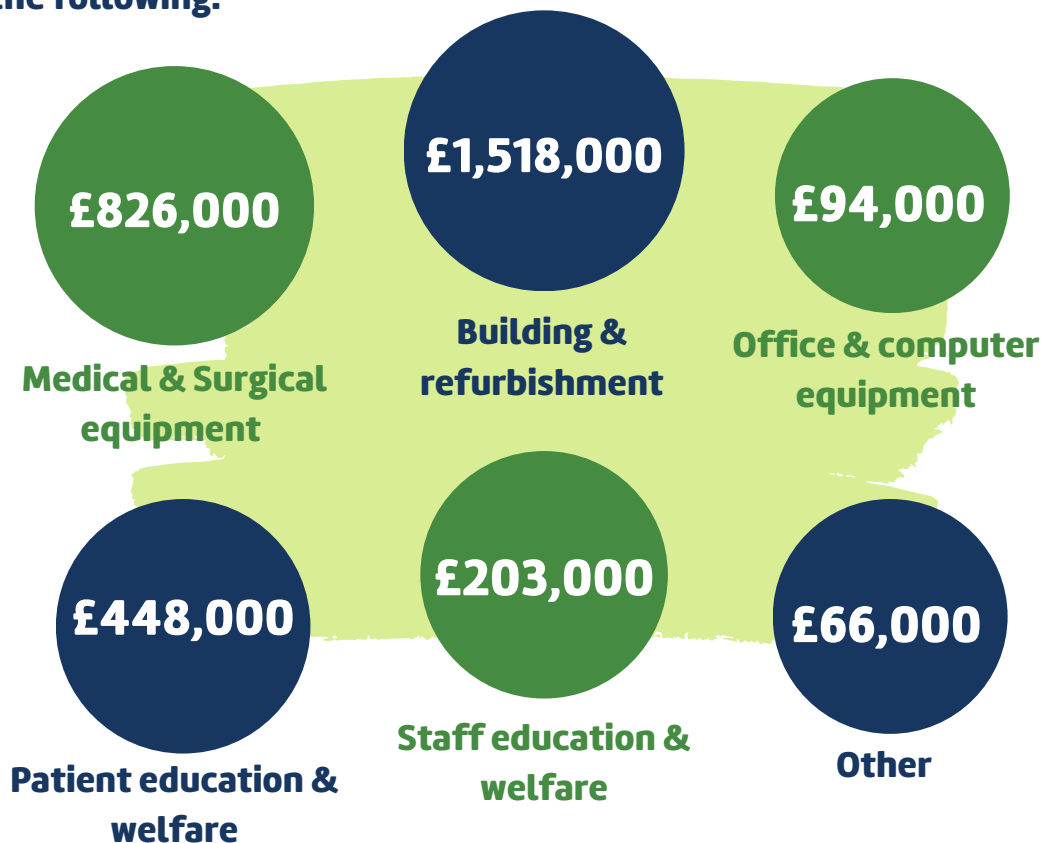
The **trading** income relates to our charity lottery.

Investment income in the form of dividends and interest from investment and cash balances held by the charity as well as rent from our investment property was received totalling £451,147.

Grants were received from NHS Charities Together and the Co-op Community Fund.

Expenditure at a glance

The charity is principally a grant making body. During 2023–24 the charity has continued to support a wide range of charitable and health related activities across Hywel Dda University Health Board and spent a total of **£3.16 million** on making things better, including the following:



Our plans for 2024–25



In 2024–25 we will focus on achieving the objectives identified in our 2024–25 workplan:

1. Raise awareness of the charity internally and empower health board staff to access our funds in line with our charitable objectives

2. Provide a comprehensive range of opportunities and support to our fundraisers and powerfully communicate the impact their fundraising has

3. Ensure that the charity operates as efficiently as possible

By achieving these goals we will progress towards our longer-term objectives as identified in our five-year strategy, approved by the Charitable Funds Committee, which provide a clear direction for the charity so that we can continue to make a positive difference to the health, wellbeing and experience of patients, service users and staff across Hywel Dda University Health Board:

1. Fund services and activities above and beyond what the NHS can provide

2. Stabilise our income levels and convey the impact of our work

3. Make the best use of our resources to maximise our impact

How to support us



Be a part of our story in 2024–25! Get in touch using the details below to find out how you can donate, fundraise, or support us in a number of other ways.

www.hywelldahealthcharities.org.uk

01267 239815

fundraising.hyweldda@wales.nhs.uk



#EichElusenGIG #YourNHSCharity

Registered charity
number: 1147863

Registered with/Cofrestrwyd gyda'r



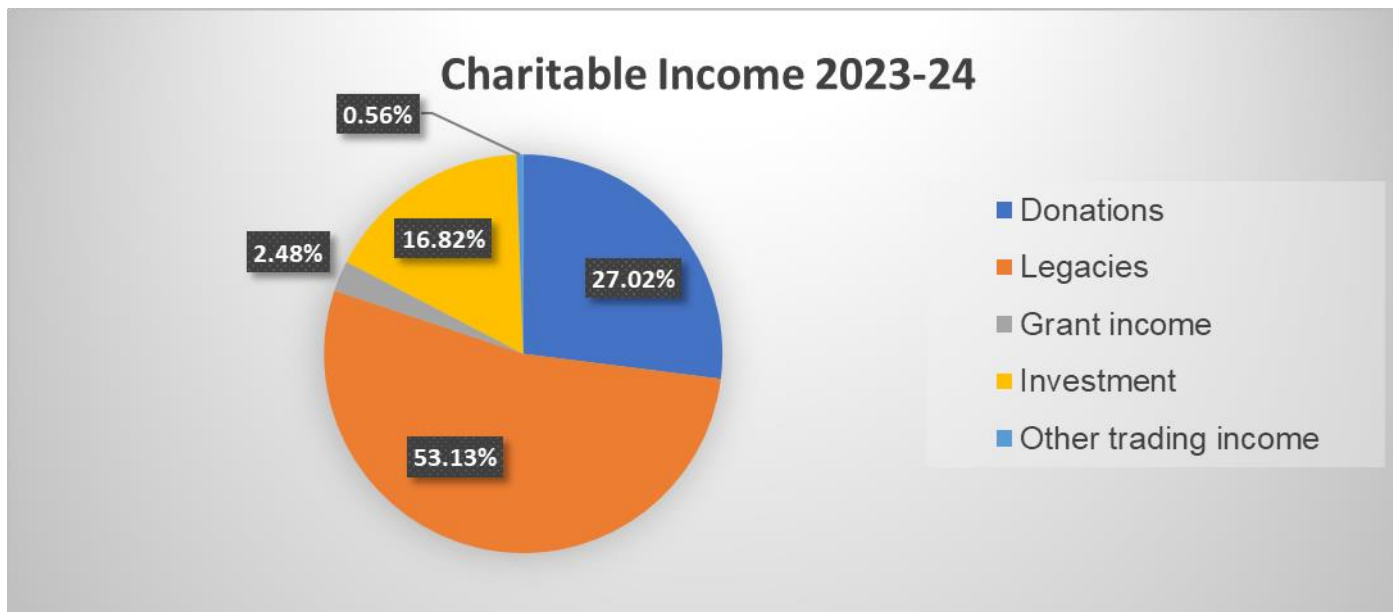
GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Hywel Dda
University Health Board

1. Financial review

Incoming Resources

The chart below shows our main sources of income in 2023-24. Incoming resources for the year totaled £2,681,790; our largest source of income continues to be gifts and donations from the public either direct or through corporate giving.



Donations (£724,519)

Over a quarter of the Charity's income comes from the voluntary efforts of staff, patients and their families wanting to show their appreciation for the care and support they have received. As expected, this income is less than last year (2022-23 £1,542,253) when donations were particularly large due to a specific appeal for the Bronglais Chemotherapy Unit. We remain extremely grateful for all the support the public and staff have given us to help realise our aims.

Legacies (£1,424,750)

The charity was also the grateful beneficiary of a number of legacies totalling £1,424,750 (2022-23 £1,920,817). Generous legacies received during the year included:

- A legacy of £1,329,817 to the General Fund
- A legacy of £60,929 to Mynydd Mawr General Purposes Fund, Carmarthenshire
- A legacy of £20,323 to Withybush General Hospital, ICU Fund, Pembrokeshire

Grants (£66,412)

Grant income has reduced this year (2022-23 £101,981). We are grateful to other charities and similar organisations that have given us grants to fund projects or purchase pieces of equipment. This year, grants were received from NHS Charities Together (£57,081) the Co-Op Community Fund (£4,956), Groundwork UK (£4,375).

Other Trading Activities (£14,962)

Other trading activities relates to income from Hywel Dda Health Charities Lottery.

Investment income (£451,147)

Investment income totaling £451,147 was received in the year, this consists of dividends and interest from investment and cash balances held by the charity, as well as rental income. Investment income equates to 16.8% of total income.

Expenditure

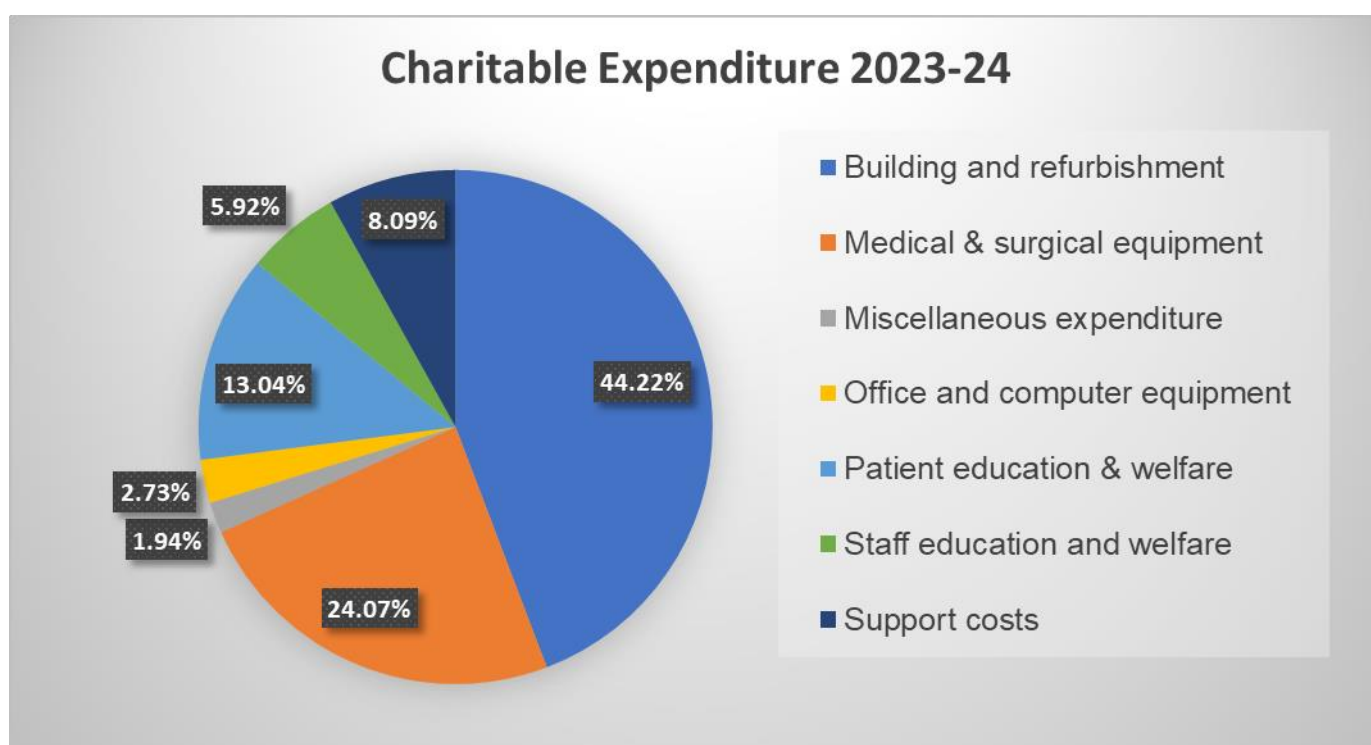
The charity is principally a grant making body, providing grants to Hywel Dda University Health Board as a contribution to the cost of the provision of healthcare beyond what the NHS provides. During 2023-24 the Charity has continued to support a wide range of charitable and health-related activities across Hywel Dda University Health Board.

Our key aim is to serve the NHS patients of Hywel Dda University Health Board for the public benefit. By working closely with the University Health Board, we are able to use our generous donations to provide invaluable support on patient focused expenditure.

Our grant making policy ensures that all expenditure of our charitable funds is in accordance with the charitable purpose agreed for the fund and in the spirit of the donor's wishes. All charitable expenditure is made with consideration given to the public benefit of improved healthcare. A rigorous process of review and evaluation is carried out on all funding requests to ensure they are of the highest standard.

Analysis of expenditure

In 2023-24 expenditure on charitable activities totalled £3,154,189. The expenditure categories were as follows:



- Building & refurbishment - Enhancements made to buildings to provide additional patient benefit and care
- Medical and surgical equipment – Equipment for patient benefit.
- Miscellaneous – All other expenditure.
- Office and computer equipment – Equipment, which supports the provision of healthcare thereby benefiting patient care.
- Patient education and welfare – Expenditure on improving patient education and welfare
- Staff education and welfare – Includes training above that which is mandatory to improve patient care
- Support costs – Direct administration costs in support of the Charity’s objectives.

Management and administration costs

The total management and administration costs for 2023-24 were £551,025 (2022-23: £518,725) which includes £296,003 fundraising costs and £255,022 support costs. This represents 4.6% of the opening fund balances held as at 1 April 2023.

The charity improved the apportionment of staff time between fundraising, support and governance roles in 2023-24.

Investments and performance

The charity retains the services of investment advisors to manage its investment portfolios. Policy is set by the charity trustee in its instruction to their advisor. The advisors have been instructed to manage the portfolios to produce both income and capital returns, and manage those funds within the value they retain on the accounts. The charity also holds funds in short term investments that are not managed by the investment advisor.

During 2023-24, there was an unrealised gain of £816,796 due to an increase in the market value of investments held during the year. This combined with investment income of £451,147 gave a total in year gain of 15.3% for investments held by the charity.

CCLA provided the services of investment advisor for 2023-24. These investments are managed in accordance with the Trustee Act 2000.

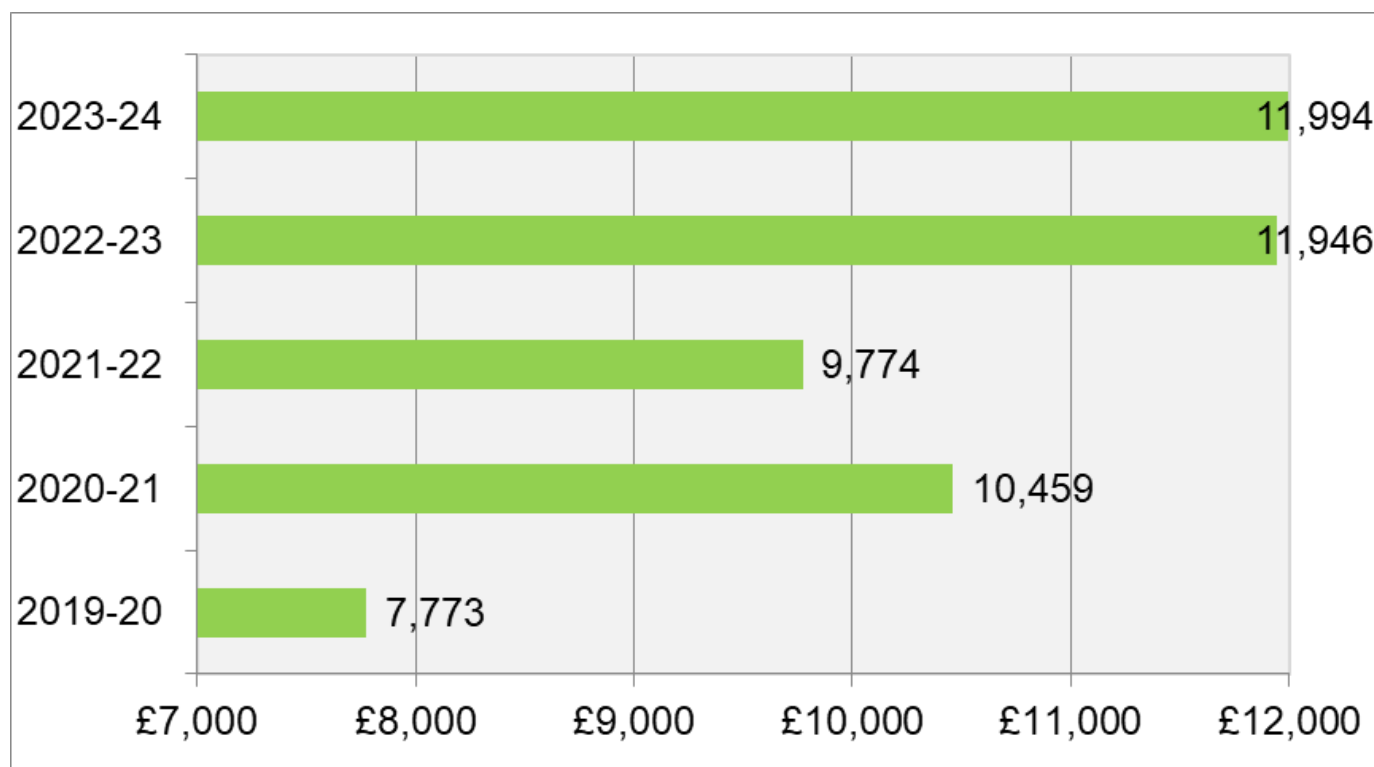
Overall financial position: 31 March 2024

The value of the charity as at 31 March 2024 has increased from the previous year by £48,394. This is largely due to an increase in the return on our investments.

At 31 March 2024, The charity’s total reserves were £11,994,235. This figure includes £5,181,412 of restricted funds, £2,574,780 of endowment funds and £4,238,043 of unrestricted reserves. The unrestricted reserves figure includes £3,026,772 of designated funds and £1,211,271 of free reserves.

The graph below indicates the level of funds held as at the end of the year in the last five financial years:

Fund Balances 2019-20 to 2023-24



Funds Balances £000's

Reserves policy

The charity has a reserves policy and has defined free reserves to be the element of funds that are freely available for its general purposes. Free reserves are the resources the charity can make available to spend for any or all of the Charity's purposes once it has met its commitments and covered its other planned expenditure. This means it excludes Permanent endowment, restricted funds and uncommitted designated funds.

Free reserves are needed where there may be insufficient balances in individual restricted and designated funds to meet the objectives of those funds. There is also a need for free reserves where there may be a requirement to incur expenditure which is exclusively charitable, and cannot be funded from revenue, for which there is not a relevant fund.

The charity shall hold a separate fixed asset investment reserve based on 10% of the value of its fixed asset investments retained and a minimum of £500,000 to ensure there is sufficient funds for on-going commitments. The fixed asset investment reserve shall only fall below 10% to cover losses in the value of fixed assets.

In order to maintain the reserves as low as possible it is important:

- expenditure plans are developed for all the relevant funds
- monthly financial reports are produced to monitor level of expenditure
- the value of fixed asset investments performance is reviewed quarterly.

The total free reserves held by the charity as at 31 March 2024 was £1,211,271. This is in excess of our reserves policy. The excess has arisen in the year due to a significant legacy that was gifted for general purposes. A review is due to take place shortly to decide how best to utilise the excess funds.

2. Structure, governance and management

Constitution

Hywel Dda University Local Health Board holds charitable funds as sole corporate trustee and the board members of the University Health Board (whilst not “trustees” in their own right) are jointly responsible for the management of those charitable funds. The membership of the board during the reporting period and up to the date the annual report was approved was as follows:

Voting members:

Maria Battle, Chair (until 31.10.2023)

Judith Hardisty, Interim Chair (from 01.11.2023 until 31.05.2024) Independent Member and Vice Chair (until 31.10.2023)

Neil Wooding, Chair (from 19.03.2024)

Eleanor Marks, Vice Chair (from 01.02.2024)

Steve Moore, Chief Executive (until 31.01.2024)

Philip Kloer, Chief Executive (from 22.10.2024); Interim Chief Executive (from 01.02.2024 to 21.10.2024); Executive Medical Director and Deputy Chief Executive (until 31.01.2024)

Anna Lewis, Independent Member

Ann Murphy, Independent Member

Chantal Patel, Independent Member

Delyth Raynsford, Independent Member

Iwan Thomas, Independent Member

Maynard Davies, Independent Member

Michael Imperato, Independent Member

Rhodri Evans, Independent Member (from 15.11.2023) and Interim Vice Chair (from 27.11.2023 until 31.01.2024)

Winston Weir, Independent Member

Alison Shakeshaft, Executive Director of Therapies and Health Science (until 31.07.2023)

Andrew Carruthers, Chief Operating Officer

Ardiana Gjini, Executive Director of Public Health (from 01.07.2023)

Huw Thomas, Executive Director of Finance

James Severs, Executive Director of Therapies and Health Science (from 06.11.2023)

Lee Davies, Executive Director of Strategy and Planning

Lisa Gostling, Executive Director of Workforce and OD and Interim Deputy Chief Executive (from 01.02.2024)

Mandy Rayani, Executive Director of Nursing, Quality & Patient Experience (until 31.12.2023)

Mark Henwood, Interim Executive Medical Director (from 05.02.2024)

Sharon Daniel, Interim Executive Director of Nursing, Quality & Patient Experience (from 01.01.2024)

The Director of Nursing, Quality & Patient Experience is the Executive Director with lead responsibility for the charity.

Key Management Personnel Remuneration

The trustees have concluded that the Corporate Trustee through the Charitable Funds Committee comprises the key management personnel of the Charity as they are in control of directing the Charity. The Charity does not make any payments for remuneration nor to reimburse expenses to the Charity trustees for their work undertaken as trustee. Trustees are required to disclose all relevant interests, register them with the Health Board and withdraw from decisions where a conflict of interest arises. All related party transactions are disclosed in note 2 to the accounts.

Trustee Recruitment, Appointment and Induction

The Chair and Independent Members are appointed by the Welsh Government, and together with the Executive Directors are trustees of the Hywel Dda Health Charities.

New members of the Board are provided with an induction pack consisting of the Charity's governing documents and policies and procedures as well as previous annual reports and accounts and Charity Commission guidance.

Charitable Funds Committee

The Charitable Funds Committee is appointed by the Board from the Independent Members who act as 'agents' of the Board as sole corporate trustee. The Committee is required to:

- control, manage and monitor the use of the fund's resources;
- provide support, guidance and encouragement for all its fundraising activities whilst managing and monitoring receipt of all income;
- ensure that best practice is followed in the conduct of all its affairs fulfilling all of its legal responsibilities;
- monitor the performance of the appointed investment advisor whilst being aware of ethical considerations;
- keep the University Health Board fully informed on the activity, performance and risks of the charity; appoint the investment advisors to the charity.

Members of the Charitable Funds Committee also receive regular informal training and briefings on current charity issues at quarterly committee meetings. As the charity is a member of the Association of NHS Charities, committee members also receive regular briefings on areas of interest and details of relevant training opportunities to enhance their skills.

Objects of the charity

Hywel Dda Health Charities has registered the following objects with the Charity Commission:

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

Charity independence

The charitable funds linked to the University Health Board are independent of the ‘exchequer’ (Government funded NHS) funds of the University Health Board and must be managed separately, even though they are mainly to be used to support the work and services of the NHS body.

The Charity Commission has regulatory responsibility for ensuring the proper management of these charitable funds.

The charity needs to be independent from, yet supportive of, the University Health Board. The charity therefore focuses on the following charitable purposes, recognised in law (Charities Act 2022):

- The advancement of health or the saving of lives

And to a lesser degree

- The advancement of education
- The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage

The charity raises monies, holds those monies and commits expenditure through more than 287 local, general and special purpose funds.

Within expenditure authorisation limits local fund managers decide on and commit expenditure for the benefit of the area concerned.

Our staff and advisors

Bankers

The charity has retained the banking services during the year from Barclays Bank, 9-10 Guildhall Square, Carmarthen, SA31 1PW.

External auditors

The Charity’s auditors during the year was Audit Wales, 1 Capital Quarter, Tyndall Street, Cardiff, CF10 4BZ.

Investment managers

CCLA Investment Management Ltd, One Angel Lane, London, EC4R 3AB

Fundraising activities

During 2023-24, the University Health Board employed nine members of staff (8.71 full-time equivalent) to support the fundraising and communications functions of the charity.

The fundraising support team is responsible for increasing the Charity's income to support Hywel Dda University Health Board to provide services and activities above and beyond what the NHS can provide.

The team is responsible for promoting fundraising for and giving to the charity and provides support, advice and guidance to fundraisers to ensure that all fundraising is carried out in line with regulation and best practice.

The team also assists many charitable groups and associations that provide both financial and non-financial support for healthcare services across our three counties.

Grant making policy

To achieve its objectives the charity makes grant payments to Hywel Dda University Health Board in accordance with charity law, our constitution and the wishes and direction of donors.

In making grants, we endeavour to reflect the wishes of patients and staff by directing funds towards areas they tell us are most in need.

Hywel Dda Health Charities makes grants from both its unrestricted and restricted funds. Within the unrestricted funds, grants are made from general funds, designated (earmarked) funds. Income generated from endowment funds are held as restricted income and applied within the restricted purpose of that endowment.

In the awarding of our grants, consideration is given to the Charity Commission's guidance on public benefit. To ensure public benefit and value for money when authorising charitable expenditure, applications for charitable funds include questions on the purpose of the application to the charity, why the expenditure is required and how the expenditure meets the aims of the charity.

Investments

The trustees hold the Pembrokeshire Cardiology Equipment fund as a separate investment portfolio, which is managed with the advice of CCLA with an objective of the fund to achieve long-term capital and income growth.

The trustees have approved a total returns policy for this fund. Income is credited back to the charity bank account and held as restricted income.

Other investments of Hywel Dda Health Charities are also managed with the advice of CCLA with an objective of the fund to achieve long-term capital and income growth. Both portfolios are structured to permit a range of investments intended to yield a competitive rate of return in current market conditions.

The investment advisor actively manages the assets and has delegated authority to purchase and sell when market opportunities arise. The trustees have decided not to invest in companies who are:

- involved in the production or manufacturing of tobacco
- supply tobacco products where turnover or more that 5% is derived from this source
- involved in the production, manufacturing of alcoholic beverages, where more than 25% is derived from this source.

Investment managers will be required to present in person to the Charitable Funds Committee at least quarterly (via Videoconferencing, and in person at least twice a year). The Charitable Funds Committee will consider the reports and presentations from the investment manager(s) together with current cashflow reports and forecasts.

3. Risk management

Exposure to risk

The Chief Executive of Hywel Dda University Local Health Board, together with the other directors, is responsible for ensuring that an effective system of financial control is maintained. The Chief Executive and other directors are also responsible for reviewing the effectiveness of this system and have confirmed that the minimum control standards laid down by the Welsh Government have been in existence throughout the financial year. The minimum control standards apply equally to the management of the charity by officers of the University Local Health Board as to the exchequer funds of the University Local Health Board. In this way, the major risks to which the charity is exposed have been reviewed and systems have been established to mitigate those risks.

Financial control

A financial 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 the accounting records are maintained;
- ensure devolved decision-making is within specified parameters. Internal Audit also undertake 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;
 - use of resources in accordance with donors' requirements;
 - compliance with policies and procedures;
 - safeguarding assets. The Internal Audit reports are presented to both the Charitable Funds and Audit Committee, and this is a key measure of control.

Investment risk

The risk is minimised by agreeing an investment policy with the nominated investment managers. This policy includes ethical consideration where investments in the production, manufacturing or supply of tobacco or alcoholic beverages conflict with the charitable objects.

In assessing companies' involvement in these sectors the following limits have been set:

1. investment in the production or manufacture of tobacco products at any level;
2. investment in the production, manufacture of alcoholic beverages where more than 10% is derived from this source.

Further to the above, the investment manager's performance is reviewed in each Charitable Fund Committee meeting and compared to charitable investment benchmark.

HYWEL DDA HEALTH CHARITIES

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 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 (FRS 102) second edition issued October 2019 and applies to report periods beginning on or after 1 January 2019. This edition consolidates the changes to the Statement of Recommended Practice (SORP) for Update Bulletins 1 and 2, the Charities Act 2022 and changes to UK Generally Accepted Accounting Practice since the launch of SORP (FRS102) on 16 July 2014, as it applies for reporting periods beginning on or after 1 January 2015.

STATUTORY BACKGROUND

The Hywel Dda 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 Trustee has 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 Hywel Dda University Local Health Board.

Hywel Dda Health Charities
Statement of Financial Activities for the year ended 31 March 2024

	Unrestricted funds £000	Restricted funds £000	Endowment funds £000	Total Funds 2023-24 £000
Incoming resources from generated funds:				
Donations, legacies & grants	3	1,910	306	0
Other trading activities	3	15	0	0
Investments Income	5	152	232	67
Total incoming resources		2,077	538	67
Expenditure on:				
Raising Funds	6	117	179	0
Charitable activities	7	1,242	1,859	54
Total expenditure		1,359	2,038	54
Net gain on investments	13	237	363	217
Net income / (expenditure)		955	(1,137)	230
Transfer between funds	18	(13)	(29)	42
Net movement in funds		942	(1,166)	272
Reconciliation of Funds				
Total Funds brought forward as at 1 April 2023	19	3,296	6,347	2,303
Total Funds carried forward as at 31 March 2024		4,238	5,181	2,575

Hywel Dda Health Charities
Statement of Financial Activities for the year ended 31 March 2023

	Unrestricted funds £000	Restricted funds £000	Endowment funds £000	Total Funds 2022-23 £000
Incoming resources from generated funds:				
Donations and legacies	507	3,058	0	3,565
Investments	13	0	0	13
Investments Income	138	171	96	405
Total incoming resources		658	3,229	96
Expenditure on:				
Raising Funds	197	243	12	452
Charitable activities	393	228	177	798
Total expenditure		590	471	189
Net (loss) on investments	(182)	(225)	(153)	(560)
Net income / (expenditure)		(114)	2,533	(246)
Transfer between funds	5	(5)	0	0
Net movement in funds		(109)	2,528	(246)
Reconciliation of Funds				
Total Funds brought forward as at 1 April 2022	3,405	3,819	2,549	9,773
Total Funds carried forward as at 31 March 2023		3,296	6,347	2,303

Hywel Dda Health Charities
Hywel Dda Health Charities Balance Sheet as at 31 March 2024

	Note	Unrestricted funds £000	Restricted funds £000	Endowment funds £000	Total 2023-24 £000	Total 2022-23 £000
Fixed assets:						
Investments	13	3,029	3,704	2,391	9,124	8,307
Total fixed assets		3,029	3,704	2,391	9,124	8,307
Current assets:						
Debtors	14	51	88	17	156	150
Cash at bank and in hand	15	3,214	2,766	168	6,148	5,431
Total current assets		3,265	2,854	185	6,304	5,581
Liabilities:						
Creditors falling due within one year	16	1,998	1,193	1	3,192	1,398
Net current assets		1,267	1,661	184	3,112	4,183
Total assets less current liabilities						
Creditors falling due after more than one year	16	58	184	0	242	544
Total net assets		4,238	5,181	2,575	11,994	11,946
The funds of the charity:						
Endowment funds	19	0	0	2,575	2,575	2,303
Restricted funds	19	0	5,181	0	5,181	6,347
Unrestricted funds	19	4,238	0	0	4,238	3,296
Total funds		4,238	5,181	2,575	11,994	11,946

The notes on pages 36-46 form part of these accounts

Signed :

Name : **Dr Neil Wooding** (Chair of the Corporate Trustee)

Date :

Hywel Dda Health Charities
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	17	266	1,861
Cash flows from investing activities:			
Dividend, interest and rents from investments	5	451	405
Proceeds from the sale of investments	13	0	8,055
Purchase of investments	13	0	(8,070)
Net cash provided by investing activities		451	390
Change in cash and cash equivalents in the reporting period		717	2,251
Cash and cash equivalents at the beginning of the reporting period	15	5,431	3,180
Cash and cash equivalents at the end of the reporting period	15	6,148	5,431

The notes on pages 36-46 form part of these accounts

Note on the accounts

1 Accounting Policies

(a) Basis of preparation

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

The 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) second edition issued October 2019 and applies to report periods beginning on or after 1 January 2019. This edition consolidates the changes to the Statement of Recommended Practice (SORP) for Update Bulletins 1 and 2, the Charities Act 2022 and changes to UK Generally Accepted Accounting Practice since the launch of SORP (FRS102) on 16 July 2014, as it applies for reporting periods beginning on or after 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 Trustee considers that there are no material uncertainties about the Charity's ability to continue as a going concern. There are no material uncertainties affecting the current year's accounts.

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

The Charity meets the definition of a public benefit entity under FRS 102.

(b) Funds structure

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

- A restricted fund or
- An endowment fund.

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

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

The Charity has four permanent endowment fund,two of which (the Pembrokeshire Cardiology Equipment Fund and the F E Smith Legacy (Capital in Perpetuity) Fund) are managed on a total returns basis. This means that the funds are invested to maximise the return on investment without regard to whether that return is in the form of income from dividends or interest or capital appreciation (where the market value of the investment increases). Although a total returns approach has been approved by the Trustee, no funds have been released as at the balance sheet date.

Those funds which are neither endowment nor restricted income funds, are unrestricted income funds which are sub analysed between designated (earmarked) funds where the Trustee has 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 Trustee's discretion, including the general fund which represents the Charity's reserves. The major funds held in each of these categories are disclosed in note 19.

(c) Incoming resources

Income consists of donations, grants, legacies, income from charitable activities and investment income.

Donations are accounted for when received by the Charity. All other income is recognised once the Charity has entitlement to the resources, it is probable (more likely than not) that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

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

(d) Incoming resources from legacies

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

Receipt is probable when:

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

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

(e) Incoming 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.

(g) Recognition of expenditure and associated liabilities as a result of grants

Grants payable are payments made to linked, related party or third party NHS bodies and non NHS bodies, in furtherance of the charitable objectives of the funds held on trust, primarily relief of those who are sick.

Grant payments are recognised as expenditure when the conditions for their payment have been met or where there is a constructive obligation to make a payment.

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 Trustee has control over the amount and timing of grant payments and consequently where approval has been given by the Trustee 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.

(h) 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 have been apportioned between fundraising costs and charitable activities on an appropriate basis. The analysis of support costs and the basis of apportionment applied are shown in note 10.

(i) 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.

(j) 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 7.

(k) Debtors

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

(l) Fixed Asset Investments

Investments are a form of basic financial instrument. Fixed Asset investments are initially recognised at their transaction value and are subsequently measured at their fair value (market value) at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposal throughout the year. Quoted stocks and shares are included in the Balance Sheet at the Swing price on the valuation date. Investment properties are valued at fair value (market value) and are revalued every 5 years. Other investments are included at the Trustee's best estimate of market value.

The main form of financial risk faced by the Charity is that of volatility in equity markets and investment markets due to the wider economic conditions, the attitude of investors to investment risk and changes in sentiment concerning equities and within particular sectors or sub sectors. Further information on the Charity's investments can be found in note 13.

(m) 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 or less interest bearing savings accounts.

(n) 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.

(o) 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 market value at the year end and opening carrying value (or purchase date if later).

2. Related party transactions

During the year none of the Trustee's Representatives or members of the key management staff or parties related to them have undertaken any material transactions with the Hywel Dda Health Charities.

Board Members (and other senior staff) take decisions both on Charity and Exchequer matters and controls are in place to ensure the interests of each are kept discrete and also to ensure they do not personally benefit from such decisions. Declarations of personal interest have been made in both capacities and are available for public inspection.

During 2023-24 the Charity made grants and contributed costs of **£3,450,192** (2022-23: £1,206,584) to Hywel Dda University Health Board. As at 31 March 2024 the total owed by the Charity was **£336,434** (2022-23: £12,085) and owed to the Charity was **£9,636** (2022-23: £2,957).

Member Name	Details of Positions Held During The Financial Year	Details Of Interest Declared
Huw Thomas	Director of Finance	Honorary Professor at Aberystwyth University
Iwan Thomas	Independent Member	Independent Board Member on Pembrokeshire College Board (Chair)
Lisa Gostling	Director of Workforce & OD	Independent Board Member on Pembrokeshire College Board
Steve Moore	Chief Executive (stepped down 31 January 2024)	Honorary Professor at University of Wales Trinity St Davids

Total value of transactions with entities which Board members and key senior staff have influential interests in 2023-24 are:

	Expenditure with related party £	Amounts owed to related party £	Income from related party £	Amounts owed by related party £
Aberystwyth University	295	0	0	0
Pembrokeshire College	190	0	0	0
University of Wales Trinity St Davids	360	0	0	0

3. Income from donations, legacies, grants and other trading activities

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 2023-24 £000	Total 2022-23 £000
Donations	490	235	0	725	1,542
Legacies	1,420	5	0	1,425	1,921
Grants	0	66	0	66	102
Other Trading Activities	15	0	0	15	13
	1,925	306	0	2,231	3,578

4. Role of volunteers

Hywel Dda Health Charities is extremely fortunate to have the support of so many wonderful people who give their time, energy and dedication to raise funds for the Charity on a voluntary basis year after year. Our supporters fundraise for us for many different reasons. Many are former patients and their families wanting to show their appreciation for care received, while many wish to support the development of the latest healthcare technologies in their local community.

We are also extremely fortunate to have the support of League of Friends groups who raise money for our hospitals and healthcare in their local communities. In addition to our hospital and community League of Friends, we have many local voluntary groups who support and actively fundraise for their local healthcare services.

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.

5. 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	152	232	67	451	405
	152	232	67	451	405

6. 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 costs	117	179	0	296	407
Investment management	0	0	0	0	45
	117	179	0	296	452

Less spend is shown against fundraising costs in 2023-24 due to improved apportionment of staff time between fundraising, support and governance roles.

7. Analysis of charitable activity

	Grant funded activity £000	Support costs £000	Total 2023-24 £000	Total 2022-23 £000
Purchase of medical and surgical equipment	759	67	826	317
Purchase of office and computer equipment	86	8	94	46
Building and refurbishment	1,395	123	1,518	78
Staff education and welfare	187	16	203	113
Patient education and welfare	412	36	448	146
Other	61	5	66	98
	2,900	255	3,155	798

8. Analysis of grants

All grants are made to the Health Board to provide for the care of NHS patients in furtherance of our charitable aims. The total cost of making grants, including support costs, is disclosed on the face of the Statement of Financial Activities and the actual funds spent on each category of charitable activity, is disclosed in note 7.

The Trustee operates a scheme of delegation for the majority of the charitable funds, under which fund managers manage the day to day disbursements on their delegated funds in accordance with the directions set out in the Health Board's standing orders and standing financial instructions. Funds managed under the scheme of delegation represent ongoing activities and it is not possible to segment these activities into discrete individual grant awards. The Trustee makes individual grant awards based on invited applications from the Health Board.

9. Movements in funding commitments

	Current liabilities £000	Non Current liabilities	Total 2023-24 £000	Total 2022-23 £000
Opening balance at 1 April (see note 16)	1,319	544	1,863	2,205
Movement in liabilities	1,507	(302)	1,205	(342)
Closing balance at 31 March (see note 16)	2,826	242	3,068	1,863

As described in notes 7 and 8, the Charity awards a number of grants in the year. Many grants are awarded and paid out in the same financial year. However, some grants, especially those relating to research and development or for funding specific posts are multi-year grants paid over a longer period.

10. Allocation of support costs

Support and overhead costs are allocated between fundraising activities and charitable activities. Governance costs are those support costs which relate to the strategic management of the Charity.

Increased spend is shown against support and governance costs in 2023-24 due to improved apportionment of staff time between fundraising, support and governance roles.

	Charitable activities £000	Total 2023-24 £000	Total 2022-23 £000	Basis	
Governance Costs					
External audit	15	15	15	Average fund balance	
Finance and administration	62	62	33	Average fund balance	
Total governance	77	77	48		
Support Costs					
Finance and administration	178	178	64	Average fund balance	
	255	255	112		
	Unrestricted funds £000	Restricted Income funds £000	Endowment Funds £000	Total Funds 2023-24 £000	Total Funds 2022-23 £000
Charitable activities	96	159	0	255	112
	96	159	0	255	112

11. Trustee's remuneration, benefits and expenses

The Charity does not make any payments for remuneration nor to reimburse expenses to members of the Corporate Trustee of the Charity for their work undertaken as trustee.

12. Auditors remuneration

The auditors remuneration of **£16,128** (2022-23: £15,158) related solely to the audit of the statutory annual report and accounts.

13. Fixed asset investments

Movement in fixed assets investments

	Listed investments 2023-24 £000	Investment properties 2023-24 £000	Total 2023-24 £000	Listed investments 2022-23 £000	Investment properties 2022-23 £000	Total 2022-23 £000
Market value brought forward	8,121	186	8,307	8,656	196	8,852
Add: additions to investments at cost	0	0	0	8,070	0	8,070
Less disposals at carrying value	0	0	0	(8,055)	0	(8,055)
Increase/(decrease) on cash awaiting investmen	0	0	0	0	0	0
Add net gain / (loss) on revaluation	810	7	817	(550)	(10)	(560)
Market value as at 31st March	8,931	193	9,124	8,121	186	8,307

All investments are carried at their market value. The investment valuation was performed by CCLA.

The significance of financial instruments to the ongoing financial sustainability of Hywel Dda Health Charities is considered in the risk management section of the trustee's annual report.

The main risk from financial instruments lies in the combination of uncertain investment markets and volatility in yield.

Hywel Dda Health Charities' investments are invested within the UK collective investments – COIF Charities Ethical Investment Fund. Hywel Dda Health Charities have no material investment holdings in markets subject to exchange controls or trading restrictions.

Hywel Dda Health Charities manages these investment risks by retaining expert advisors and operating an investment policy that provides for a high degree of diversification of holdings within investment asset classes.

Investment properties were valued by the Valuation Office Agency with an effective date of 1 April 2022. The valuation has been prepared in accordance with the terms of the latest version of the Royal Institute of Chartered Surveyors' Valuation Standards.

Fixed Asset Investments by type

	2023-24 £000	2022-23 £000
Equity	6,385	5,832
Infrastructure & Operating Assets	815	637
Fixed Interests	717	616
Property	603	447
Private Equity & Other	297	166
Cash & Near Cash	194	431
Contractual & Other Income	111	176
Derivatives	2	2
	9,124	8,307

14. Analysis of current debtors

Debtors under 1 year	Total 2023-24	Total 2022-23
	£000	£000
Accrued income	152	117
Other debtors	4	33
	156	150

15. Analysis of cash and cash equivalents

	Total 2023-24	Total 2022-23
	£000	£000
Cash at bank and in hand	6,148	5,431
	6,148	5,431

The deposits are sums held on interest bearing deposit with Barclays Bank and CCLA and represent restricted appeals to fund specific equipment or funds held to facilitate cash flow and the fulfilment of obligations to make grant payments. The funds are held in an instant access account and are therefore classified as cash and cash equivalents.

No cash or cash equivalents or current asset investments were held in non-cash investments or outside of the UK.

All of the amounts held on interest bearing deposits are available to spend on Charity activities.

16. Analysis of liabilities

	Total 2023-24	Total 2022-23
	£000	£000
Creditors falling due within 1 year		
Trade creditors	39	67
Other creditors	327	12
Accruals (Note 9)	2,826	1,319
	3,192	1,398
Creditors falling after more than 1 year		
Accruals (Note 9)	242	544
Total creditors	3,434	1,942

17. 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)	48	2,173
Adjustment for:		
(Gains) / losses on investments	(817)	560
Dividends, interest and rents from investments	(451)	(405)
Decrease / (Increase) in debtors	(6)	(125)
(Decrease) / Increase in creditors	1,492	(342)
Net cash (used in)/provided by operating activities	266	1,861

18. Transfer between funds

A transfer of £42,310 has been made from the Glangwili General Hospital Fund (Restricted) to the GGH Accident & Emergency (Capital in Perpetuity) (Endowment Fund) in relating to a legacy received in a prior year.

19. Analysis of funds

a. Analysis of endowment fund movements

	Balance 1 April 2023 £000	Transfer	Income £000	Expenditure £000	Gain / (Loss) £000	Balance 31 March 2024 £000
FE Smith Legacy	74	0	0	0	0	74
Rees Eirwyn Evans	21	0	0	0	0	21
GGH Accident & Emergency (Capital in Perpetuity)	0	42	0	0	0	42
Pembrokeshire Cardiology Equipment	2,136	(25)	0	0	217	2,328
Pembrokeshire Cardiology Equipment Income Fund	72	25	67	(54)	0	110
	2,303	42	67	(54)	217	2,575

The objects of the permanent endowment funds are as follows:

FE Smith Legacy Fund objects are to apply the income generated from the permanent endowed gift for the benefit of the Owain Glyndwr Ward in Bronglais General Hospital.

Rees Eirwyn Evans Fund objects are to apply the income generated from the permanent endowed gift for the purchase of equipment for Meurig Ward in Bronglais General Hospital.

GGH Accident & Emergency (Capital in Perpetuity) Fund objects are to apply the income generated from the permanent endowed gift for the benefit of the Glangwili General Hospital Accident and Emergency department.

Pembrokeshire Cardiology Equipment Income Fund objects are for the purchase of cardiology equipment in the county of Pembrokeshire.

b. Analysis of restricted fund movements

	Balance 1 April 2023 £000	Transfer £000	Income £000	Expenditure £000	(Loss) £000	Balance 31 March 2024 £000
Hywel Dda General Funds	176	5	67	(191)	0	57
Carmarthenshire Locality Funds	3,537	(44)	161	(409)	209	3,454
Ceredigion Locality Funds	2,293	10	281	(1,373)	134	1,345
Pembrokeshire Locality Funds	341	0	29	(65)	20	325
	6,347	(29)	538	(2,038)	363	5,181

The locality funds are a collection of restricted funds which have distinct restrictions imposed on the Charity. There are 11 Hywel Dda wide restricted funds, in Carmarthenshire locality there are 49 restricted funds, in Ceredigion there are 25 restricted funds, and 31 restricted funds in Pembrokeshire.

c. Analysis of unrestricted and material designated fund movements

	Balance 1 April 2023 £000	Transfer £000	Income £000	Expenditure £000	(Loss) £000	Balance 31 March 2024 £000
Hywel Dda General Free Funds	311	(16)	1,523	(845)	237	1,210
Hywel Dda Designated Funds	86	37	31	(20)	0	134
Carmarthenshire Locality Funds	1,861	(17)	315	(325)	0	1,834
Ceredigion Locality Funds	535	(15)	118	(66)	0	572
Pembrokeshire Locality Funds	503	(2)	90	(103)	0	488
	3,296	(13)	2,077	(1,359)	237	4,238

The Charity does not usually hold material funds for the general purpose of the whole Charity. Most unrestricted funds have been earmarked and designated for a specific purpose within the Charity area. However, during the year ended 31 March 2024 a material legacy was received for general purposes. A review is due to take place shortly to decide how best to utilise these funds.

For presentation the designations have been grouped and reported per locality.

Within the charity there are 17 Hywel Dda wide designated funds, 81 Carmarthenshire designated funds, 41 Ceredigion designated funds and 30 Pembrokeshire designated funds.

20. Total return on investment

On 4 March 2014, the Corporate Trustee made a resolution under section 104A(2) of the Charities Act 2011 to adopt a total return on investment approach to the Pembrokeshire Cardiology Equipment fund and the FE Smith Legacy fund. The Corporate Trustee identified the value of the gifts of permanent endowment received since the fund was established to that date. This set the baseline value of the gift component of the endowment to which any subsequent gifts of endowment are added. The difference between the total of endowment funds as at 31 March 2015 and the value of the gift component represented the opening balance of unapplied total return.

The power of total return permits the Corporate Trustee to invest permanently endowed funds to maximise total return and to apply an appropriate portion of the unapplied total return to income each year.

Until the power is exercised to transfer a portion of unapplied total return to income, the unapplied total return remains invested as part of the permanent endowment. The power allows the Trustee to decide in each year how much of the unapplied total return is transferred to income funds and so available for expenditure. As at the balance sheet date the Corporate Trustee had not made any resolutions to pass any part of the unapplied total return to income funds to be spent.

	Trust for Investment £000	Unapplied total return £000	Total endowment £000
At beginning of the reporting period			
Gift component of the permanent endowment	1,505	0	1,505
Unapplied total return	0	1,100	1,100
Total	1,505	1,100	2,605
Movements in the reporting period			
Investment return: realised and unrealised gain	0	284	284
Less: Investment management costs	0	0	0
Net movement in the reporting period	0	284	284
At end of the reporting period			
Gift component of the permanent endowment	1,505	0	1,505
Unapplied total return	0	1,384	1,384
Total	1,505	1,384	2,889

Note - The Rees Eirwyn Evans endowment and GGH Accident & Emergency (Capital in Perpetuity) endowment does not form part of the Return on Investment calculation above

21. Post Balance Sheet Events

There are no Post Balance Sheet Events

22. Other Items for Information

Ongoing review of funds structure

In March 2023 the Charitable Funds Committee approved a proposal to rationalise the number of Charitable Funds held. The review commenced in 23-24; the purpose of the review is to:

- 1) Make it as easy as possible to access funds to further our charitable objectives
- 2) Ensure the structure of the funds reflect the current service / management structures as well as the wishes of our donors
- 3) Ensure donations are spent within a 'reasonable' timeframe
- 4) Develop long term expenditure plans

STATEMENT OF TRUSTEE'S RESPONSIBILITIES

IN RESPECT OF THE ACCOUNTS

The law applicable to charities in England and Wales requires the trustee(s) 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 Corporate 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 practice 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 Corporate Trustee is responsible for keeping accounting records which disclose with reasonable accuracy financial position of the charity and which enable them to ascertain the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2022, the Charity (Accounts and Reports) Regulations and the provisions of the trust deed. The Corporate 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.

By order of the trustees

Signed:

Chair of the Corporate Trustee

Dr Neil Wooding

Financial Trustee Representative

Mr Huw Thomas

Audit report of the Auditor General to the Corporate Trustee of Hywel Dda Health Charities

Report of the Auditor General for Wales to the Corporate Trustee of Hywel Dda Health Charities

Audit of Accounts Report – Hywel Dda Health Charities

Audit year: 2023-24

Date issued: January 2025

Document reference: 4670A2025



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.

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



Increase our
visibility,
influence and
relevance



Be a model
organisation for
the public sector
in Wales and
beyond

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Introduction

I have now substantially completed my audit in line with my Detailed Audit Plan 2024, dated December 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 Senior Officers of the Hywel Dda finance team.

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



Adrian Crompton

Auditor General for
Wales

Your audit at a glance



Audit opinions

We are proposing to give an unqualified opinion on your 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 are no misstatements or significant issues to report.

During our audit, we identified minor misstatements that have been corrected by management. These are set out in **Appendix 3**.

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

There were no other significant issues.

There are two issues that we would like to bring to your attention:

- **Timely deposit of donations received.** Sample testing of charitable fund donations identified one cash donation of £1,075 which was received on 13 March 2024, but not banked by staff within the General Office until 23 April 2024. As a result, this cash donation was not accounted for within the correct period. We have made **one** recommendation, which is set out in **Appendix 4** along with management's response to the recommendation.
- **Investment Manager operating controls.** Our review of Investment Fund balances involved reviewing the controls operating at CCLA – the Charity's investment manager for its investment management processes. CCLA commissioned a review of their controls via a 'Type 1' controls report rather than a 'Type 2'. The difference between the two is that a Type 1 report does not test all controls and does not cover the full 12-month period. It therefore provides reduced assurance than a Type 2 controls report, with regard to CCLA having sound investment management controls in place. We have made **one** recommendation, which is set out in **Appendix 4** along with management's response to the recommendation.

Financial statements' materiality



Materiality £69,020

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 draft gross expenditure of £3.451 million
- Materiality percentage of 2%

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

I will report to you any misstatements above £3,451, 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:

- Related party disclosures £10,000

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.

In our Detailed Plan, we explained that during the year one of our trainees had undertaken a secondment with you.

To guard against any potential threats to our independence or objectivity, we agreed the following safeguards:

- the secondee will not have any management responsibilities; and
- the secondment will be short term (no more than 12 months).

These safeguards have been implemented.

Proposed audit opinion



Audit opinion

We issue a 'qualified' audit opinion where we have material concerns about some aspects of your financial statements; otherwise, we issue an unqualified 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**.

Issues arising during the audit



Misstatements

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

Uncorrected misstatements

There are no uncorrected misstatements.

Corrected misstatements

During our audit, we identified minor misstatements that have been corrected by management, but which we consider should be drawn to your attention. These are set out in **Appendix 3**.



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.

However, there are two matters which we wish to draw to your attention.

Timely deposit of donations received

Sample testing of charitable fund donations identified one cash donation of £1,075 which was received on 13 March 2024, but not banked by staff within the General Office until 23 April 2024. As a result, this cash donation was not accounted for within the correct period.

The General Office are responsible for the banking of all donations received, however, as evidenced by the above, this does not always occur in a timely manner.

We have raised a recommendation in respect of this issue which is set out in **Appendix 4**. We have **recommended that** all charitable fund donations should be banked within a set time frame to ensure that the cash received is recorded and accounted for in the correct period.

Investment Manager operating controls

Our review of Investment Fund balances involved reviewing the controls operating at CCLA – the Charity’s investment manager for its investment management processes.

CCLA commissioned a review of their controls via a ‘Type 1’ controls report rather than a ‘Type 2’. The difference between the two is that a Type 1 report does not test all controls and does not cover the full 12-month period. It therefore provides reduced assurance than a Type 2 controls report, with regard to CCLA having sound investment management controls in place.

We have raised a recommendation in respect of this issue which is set out in **Appendix 4**. We have **recommended that** each year the Charity should obtain a Type 2 controls report, to provide the Charity with an improved level of assurance regarding its investment manager’s controls, and, to provide assurance to us as your auditors.

Recommendations

We have made two recommendations during the course of the audit, which are set out in **Appendix 4** along with management's response to the recommendation.

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.

Appendix 1

Proposed audit report

The independent auditor's report of the Auditor General for Wales to the trustees of Hywel Dda Health Charities

Report on the audit of the financial statements

I have audited the financial statements of Hywel Dda Health Charities 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 a summary of significant 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 12 months from when the financial statements are authorised for issue. My responsibilities and the responsibilities of the trustees 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 trustees are 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 of 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 trustees' report.

Responsibilities of the trustees for the financial statements

As explained more fully in the statement of trustee's responsibilities set out on page 47, the trustees are 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; and
- 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 Head of Internal Audit and those charged with governance, including obtaining and reviewing supporting documentation relating to Hywel Dda Health Charities' 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 the posting of journals.
- obtaining an understanding of Hywel Dda Health Charities' framework of authority as well as other legal and regulatory frameworks that Hywel Dda Health Charities 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 Hywel Dda Health Charities.

- 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, the Charitable Funds Committee and legal advisors about actual and potential litigation and claims;
- reading minutes of meetings of those charged with governance and the trustees;
- 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 Hywel Dda Health Charities' 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

31 January 2025

1 Capital Quarter
Tyndall Street
Cardiff
CF10 4 BZ

Appendix 2

Letter of representation

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

30 January 2025

Representations regarding the 2023-24 financial statements

This letter is provided in connection with your audit of the financial statements of Hywel Dda Health Charities for the year ended 31 March 2024 for the purpose of expressing an opinion on their 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 and the 2019 Charities SoRP (FRS102); in particular the financial statements give a true and fair view in accordance therewith; and
- 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

- 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 Hywel Dda Health Charities 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; and
- 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.

The methods, the data and the significant assumptions used in making accounting estimates, and their related disclosures are appropriate to achieve recognition, measurement or disclosure that is reasonable in the context of the applicable financial reporting framework.

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 are no uncorrected misstatements in the financial statements.

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 Corporate Trustee on 30 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:

Officer who signs on behalf of management

Chair of Trustees on behalf of those charged with governance

Date: 30 January 2025

Date: 30 January 2025

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.

The corrections made no impact on the financial outturn of the Charity for the year ended 31 March 2024.

Exhibit 1: summary of corrections made

Value of correction	Nature of correction	Reason for correction
£5,000	Note 19 Analysis of Funds The opening balances for the Carmarthenshire Locality and Ceredigion Locality restricted funds were amended to correct a contra entry processed in error in 2022-23.	To ensure the accuracy of fund disclosures for the reader of the financial statements.
Various	A small number of below trivial and narrative amendments were made to the draft financial statements and annual report.	To ensure the accuracy and clarity of disclosures for the reader of the financial statements and annual report.

Appendix 4

Recommendations

Exhibit 2: recommendations

We set out below recommendations from our audit along with your management's response to them.

Matter arising 1 – Timely deposit of donations received	
Findings	<p>Sample testing of charitable fund donations identified one cash donation of £1,075 which was received on 13 March 2024, but not banked by staff within the General Office until 23 April 2024. As a result, this cash donation was not accounted for within the correct period.</p> <p>The General Office are responsible for the banking of all donations received, however, this does not always occur in a timely manner.</p>
Recommendation	All charitable fund donations should be banked within a set time frame to ensure that the cash received is recorded and accounted for in the correct period.
Accepted in full by management	Yes
Management response	All areas that bank charitable funds donations will be reminded of the need to do so in a timely fashion.
Implementation date	Immediate

Matter arising 2 – Investment Manager operating controls.

Findings	<p>Our review of Investment Fund balances involved reviewing the controls operating at CCLA – the Charity’s investment manager for its investment management processes.</p> <p>CCLA commissioned a review of their controls via a ‘Type 1’ controls report rather than a ‘Type 2’. The difference between the two is that a Type 1 report does not test all controls and does not cover the full 12-month period. It therefore provides reduced assurance than a Type 2 controls report, with regard to CCLA having sound investment management controls in place.</p>
Recommendation	<p>From 2024-25, each year the Charity should obtain a Type 2 controls report, to provide the Charity with an improved level of assurance regarding its investment manager’s controls, and, to provide assurance to us as your auditors.</p>
Accepted in full by management	Yes
Management response	We will discuss the feasibility of this with CCLA.
Implementation date	To be agreed in discussion with CCLA.

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.

Supporting you

Audit Wales has developed a range of resources to support the scrutiny of Welsh public bodies and to support those bodies in continuing to improve the services they provide to the people of Wales.

Visit our website to find:

	our Good Practice work where we share emerging practice and insights from our audit work in support of our objectives to assure, to explain and to inspire.
	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](#).



Audit Wales

Tel: 029 2032 0500

Fax: 029 2032 0600

Textphone: 029 2032 0660

E-mail: info@audit.wales

Website: www.audit.wales

We welcome correspondence and telephone calls in Welsh and English.
Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg.



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Hywel Dda
University Health Board

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

30 January 2025

Representations regarding the 2023-24 financial statements

This letter is provided in connection with your audit of the financial statements of Hywel Dda Health Charities for the year ended 31 March 2024 for the purpose of expressing an opinion on their 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 and the 2019 Charities SoRP (FRS102); in particular, the financial statements give a true and fair view in accordance therewith; and
- 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
 - unrestricted access to staff from whom you determined it necessary to obtain audit evidence;

Swyddfeydd Corfforaethol, Adeilad Ystwyth,
Hafan Derwen, Parc Dewi Sant, Heol Ffynnon Job,
Caerfyrddin, Sir Gaerfyrddin, SA31 3BB

Corporate Offices, Ystwyth Building,
Hafan Derwen, St Davids Park, Job's Well Road,
Carmarthen, Carmarthenshire, SA31 3BB

Cadeirydd/Chair
Dr Neil Wooding
Prif Weithredwr/Chief Executive
Professor Phil Kloer

Bwrdd Iechyd Prifysgol Hywel Dda yw enw gweithredol Bwrdd Iechyd Lleol Prifysgol Hywel Dda
Hywel Dda University Health Board is the operational name of Hywel Dda University Local Health Board

Hywel Dda University Health Board welcomes correspondence in both Welsh and English.

- 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 Hywel Dda Health Charities 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; and
- 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.

The methods, the data and the significant assumptions used in making accounting estimates, and their related disclosures are appropriate to achieve recognition, measurement or disclosure that is reasonable in the context of the applicable financial reporting framework.

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 are no uncorrected misstatements in the financial statements.

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 Corporate Trustee on 30 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:

Huw Thomas
Director of Finance
Officer who signs on behalf of management

Dr Neil Wooding
Chair
Chair of Trustee on behalf of those charged
with governance

Date: 30 January 2025

Date: 30 January 2025