

**Charitable Funds Committee  
Work Programme 2025-26**

Topic	Lead	Frequency	TBC; March 2025 Meeting was Cancelled	Jun-25	Oct-25	Jan-26 (ACCOUNTS)	Mar-26
<b>Committee Governance, Risk and Internal Controls</b>							
Minutes of the Previous Meeting	Director of Corporate Governance	Every Meeting					
Action Log	Director of Corporate Governance	Every Meeting					
Work Programme	Director of Corporate Governance	Every Meeting					
Committee Effectiveness Self-Assessment	Director of Corporate Governance	Bi-Yearly					
Review of Committee Terms of Reference	Director of Corporate Governance	Annually					
Receive the Committee Risk Register	Director of Corporate Governance/Assistant Director of DICE	Quarterly					
Review and Approve Charitable Funds Annual Report	Director of Finance	Annually					
Agree the Charitable Fund Accounts year end timetable	Director of Corporate Governance	Annually					
Receive the Charitable Funds Audit Plan	Audit Wales/Director of Finance	Annually					
Internal Audit reports; Limited Assurance/Reasonable Assurance Reports	Director of Finance/Assistant Director of DICE	Ad-Hoc					
Audit Wales reports	Director of Finance/Assistant Director of DICE	Ad-Hoc					
To review the governance and arrangements of bids	Director of Finance	Yearly					
To review the Terms of Reference (ToR)	Director of Corporate Governance						
To receive the Risk Register	Director of Finance	Deferral					
<b>Performance</b>							
Investment Portfolio Update	Director of Finance	Every Meeting					
Finance Presentation <b>(To include Funds Update, Future Legacies Update, Helping Hands Update, Dormant Funds, Charitable Funds Cash Projection &amp; Update, Finance and Delegated Funds Income and Expenditure)</b>	Director of Finance	Every Meeting					
Review of Unrealised Gains	Director of Finance	Annually					
Review and Approve Charitable Fund Accounts & Review and Approve the ISA 260 Report from Audit Wales	Director of Finance	Annually					
Review the Administration Charge	Director of Finance	Annually					
<b>Strategy</b>							
Agree Investment Strategy	Director of Finance	Annually					
Financial Control Procedure Review	Director of Finance	Annually					
Review of the Financial Plan	Director of Finance	Annually					
<b>Expenditure</b>							
Review Bids for Funding from Charitable Funds Committee Fund	Director of Finance	As and when required					
Update Report on Staff employed from Charitable Funds	Director of Finance	Bi-annually					
Small Grants Scheme Evaluation Report and Update	Assistant Director of DICE	Annually					
<b>Charity</b>							
Charity Update Presentation	Assistant Director of DICE	Every Meeting					