

# External Scrutiny Report

## Introduction

This External Scrutiny Report (the "Report") is duly prepared and submitted for review by the SCIO to provide an independent analysis and review of The Robert James Graves Foundation SCIO (referred to in this report as The Charity), as outlined in the terms of reference provided on 15 July 2025.

## Scope of the Report

The scope of this Report is to examine and assess the following aspects of the Charity:

- Compliance with applicable legal and regulatory requirements;
- Governance and management practices;
- Financial and operational performance;
- Effectiveness of internal controls and risk management;
- Any other relevant factors as deemed necessary during the course of this scrutiny.

## Methodology

This Report is based on a detailed review of documents and records, interviews with key personnel, and observation of processes in place within the Charity. The methodology employed includes the following steps:

- Collection of background information and relevant documentation;
- Identification of key areas for review and scrutiny;
- Conducting interviews with stakeholders;
- Assessment and evaluation of findings;
- Preparation and submission of the comprehensive report.

## Findings

### Compliance Review

The examination of legal compliance revealed that the Charity is in adherence with SCIO regulations.

### **Governance and Management**

The governance structure of the Charity [meets/does not meet] the expected standards. Key observations include [list key findings regarding governance and management].

### **Financial and Operational Performance**

The financial performance of [Subject/Entity] [is robust/shows areas of concern] with [provide insights concerning financial disclosures, efficiency, and profitability].

### **Internal Controls and Risk Management**

The effectiveness of internal controls and risk management processes are adequate.

## **Conclusions**

Based on the findings detailed above, it is concluded that the Charity is performing in line with the expectations set forth by applicable standards and regulations as required by the SCIO.

## **Recommendations**

In light of the findings and conclusions reached in this Report, the following recommendations are made for consideration by the SCIO:

- Implementation of regular risk assessments to identify vulnerabilities and ensure compliance with best practices.
- Training of any Volunteers to enhance awareness regarding security protocols.
- Establish a reporting system and ensure all Trustees and potential Volunteers are aware of this system.
- Regularly review and comply with SCIO regulations.

## **Disclaimer**

This Report is intended for the use of the SCIO and the Charity. It should not be relied upon by any other party. The findings and recommendations herein are based on the information available at the time of scrutiny and are subject to change if new information becomes available.

Prepared by: [REDACTED] Treasurer & Trustee

Dated: 10 November 2025

## Receipts and payments accounts

**For the period from: 1 April 2024 to 31 March 2025**

## Section A Statement of receipts and payments

[illegible]

## Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
<b>B1 Cash funds</b>	Cash and bank balances at start of year					0.00	
	Surplus / (deficit) shown on receipts and payments account					0.00	
						0.00	
						0.00	
	<b>Cash and bank balances at end of year</b>	0.00	0.00	0.00	0.00	0.00	0.00
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-

	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
<b>B2 Investments</b>				
		<b>Total</b>	0.00	0.00

	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
<b>B3 Other assets</b>					
		<b>Total</b>	0.00	0.00	0.00

	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
<b>B4 Liabilities</b>				
		<b>Total</b>	0.00	0.00

	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
<b>B5 Contingent liabilities</b>				
		<b>Total</b>	0.00	0.00

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval




## The Robert James Graves Foundation SCIO

SC045669

**Additional analysis (1)****Analysis of receipts and payments****1 Donations**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
<b>Total</b>	-	-	-	-	-	-
	-	- #	- #	- #	- #	-

**2 Grants**

	Unrestricted funds to nearest £	Restricted funds to nearest £			Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
<b>Total</b>	-	-			-	-
	-	- #			#	- #

**3 Gross receipts from other charitable activities**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
					-	
					-	
<b>Total</b>	-	-	-	-	-	-
	-	-	-	-	-	-

**4 Payments relating directly to charitable activities**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
<b>Total</b>	-	-	-	-	-	-
	-	-	-	-	-	-

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## Additional analysis (2)

### 5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
<b>Receipts</b>						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total receipts</b>	-	-	-	-	-	-
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total payments</b>	-	-	-	-	-	-
<b>Net receipts / (payments)</b>	-	-	-	-	-	-
<b>Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	-	-	-	-	-	-

#### Nature and purpose of funds

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## The Robert James Graves Foundation SCIO

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## Additional analysis (3)

## 6 Breakdown of restricted funds

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
<b>Receipts</b>						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total receipts</b>	-	-	-	-	-	-
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total payments</b>	-	-	-	-	-	-
<b>Net receipts / (payments)</b>	-	-	-	-	-	-
<b>Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	-	-	-	-	-	-

Nature and purpose of funds

Completed and signed by:



Treasurer & Trustee  
The Robert James Graves Foundation

Date: 15 September 2025



## Healcrest Charity

Baltimore, MD 21201

[inquire@healcrest.mail](mailto:inquire@healcrest.mail)

[Template.net](http://Template.net)

222 555 7777



# CHARITY GOVERNING DOCUMENT

Prepared by: [REDACTED]

# **Annual Trustees Report**

## **Introduction**

This Trustees Annual Report is prepared by the board of trustees for the financial year ending on 31 March 2025, in accordance with the applicable laws and regulations governing charitable organizations set out in the General Charity Trustee Duties set out in the 2005 Act. The report aims to provide a comprehensive overview of the activities, achievements, and financial position of The Robert James Graves Foundation SCIO.

## **Objectives and Activities**

The Robert James Graves SCIO is committed to disseminate timely and useful information, to perform charitable services, and to raise funds to help conduct research to enhance productivity and quality of life for people suffering from Graves' Disease. During the reporting year, the charity has undertaken several initiatives to further its purpose, including:

- Application for funding to various entities
- Use of social media to promote the charity and increase awareness
- Ensuring our compliance with the regulations of the SCIO

## **Achievements and Performance**

The charity has achieved significant milestones in the current year. This section highlights some of the key achievements:

- We have reached out for Volunteers to help us. This will improve our objectives and should help us raise funds.
- To research Crowdfunding. This should ensure we receive donations.
- Ongoing updates and advice for people suffering from Graves' Disease.

## **Financial Review**

The financial position of The Robert James Graves Foundation SCIO is struggling to receive donations, however, we are continuing to meet our commitments and supports its objectives. A summary of the financial results is provided below:

Income	0.00
Expenditure	0.00
Net Surplus/Deficit	0.00
Reserves	0.00

## Risk Management

The Trustees have identified and assessed the major risks facing the charity. Measures have been implemented to manage those risks, ensuring they remain within acceptable limits. Key risks include:

- Financial resilience due to lack of funding
- Regulatory compliance and governance challenges
- Sustainability concerns regarding fundraising and practices in operations

## Plans for Future Periods

The Trustees plan to continue advancing the charity's mission. Key priorities include:

- The invitation to various volunteers to help increase donations, funding and awareness
- A variety of fundraising events to be initiated
- To develop a communications strategy

## Structure, Governance, and Management

The Robert James Graves Foundation SCIO is managed by a board of trustees in accordance with its governing document. The board is responsible for the strategic direction and decision-making of the organization. The governance framework ensures compliance with all relevant regulations and oversees the management of the charity's activities. Trustee details include:

- Name: [REDACTED]
  - Name: [REDACTED]
- Role: Chairman and Trustee

Role: Treasurer and Trustee

- Name:

Role: Trustee

- Name:

Role: Trustee

## Approval

This report was approved by the board of trustees and signed on behalf of the board by:

 (Treasurer & Trustee)

 (Chairman & Trustee)

**Date: 15 September 2025**