

Trust Charitable Funds Annual Report 2020 - 21



ELHT&me
your local hospital charity

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The area we cover



Chairman's report

Welcome to the 2020/21 Annual Report. There is no doubt that the period being reported has been uniquely challenging, in what was an incredibly difficult year for the NHS and throughout our communities. We are proud that regardless of the challenges, our charity mission remained constant – to improve patient experience across East Lancashire and to ensure learning and support is available and delivered to our staff.

The Charitable Funds Committee acts on behalf of the corporate trustee and the Annual Report is designed to give an insight into the extent of the work that has been undertaken during the year. We would like to take this opportunity to thank those individuals who have served on the Charitable Funds Committee, during the course of the year, and on their behalf to express our appreciation to the staff of the Trust for their dedication to caring for our local population.

Covid dominated the entire duration of this report. Whilst it was recognised that there was the inability to host community fundraisers and events due to the pandemic's restrictions, at the same time, the NHS charities became the focus of giving. Promoted by inspirational Captain Tom Moore who ultimately led to online giving at a level that had never been seen before.

"As the Chairman of East Lancashire Hospitals NHS Trust, I have felt incredibly proud of our staff and in awe of the companies and public who have supported us. The Charity brings opportunities that would remain aspirational for the Trust and we could not do this without our generous communities."

This Annual Report lays out how we are moving in that direction and details examples of where the donations of our generous supporters have really made a difference for the patients of East Lancashire Hospitals NHS Trust. Thank you on behalf of the Committee to each and every one of you who have supported ELHT&Me with donations, legacies, volunteering, or in other ways to show how much you care.



Professor Eileen Fairhurst
Chairman
East Lancashire Hospitals NHS Trust



Stephen Barnes
Non-Executive Director and Charity
Committee Chairman



Objectives and activities

ELHT&Me was launched in 2016 and the object of the Charity is 'for any charitable purpose or purposes relating to the general or any specific purposes of the East Lancashire Hospitals NHS Trust or the purposes of the National Health Service'.

The Trust, the sole corporate trustee of the Charity, provides a range of health care services, predominantly for the local population of East Lancashire of over half a million people.

As a public benefit entity, the main charitable activities of the Charity are to fund:

- Improvements to the services provided to patients, primarily through the purchase of equipment that would be outside the NHS funding, as well as improvements to the patient environment and experience
- Training for Trust staff and to help develop and improve staff amenities

To achieve our aims and objectives, ELHT&Me will actively seek and apply for grants, become front facing through creation of a hub at Royal Blackburn Teaching Hospital, and increase corporate relations. We will also design and deliver large scale events whilst establishing legacies to generate income.



Achievements and Performance

Coronavirus brought the importance of the NHS into sharp focus in 2020, and much of our efforts went into supporting colleagues, patients and families as we coped with this alarming pandemic.

Achievements and Performance



The Garden of Memories

The Garden of Memories, located at Royal Blackburn Teaching Hospital has been custom-designed to honour those who are no longer with us.

The Garden's entrance fixates on a 'memory wall'. Butterflies, provided by staff in the Spiritual Care and Bereavement Teams, can be used to share a message about a loved one – one half to be displayed on the wall, the other half to be taken as a keepsake for the loved one.

The Garden of Memories is a delight for the senses. Our onsite blossoming escape has been designed for year-round colour, the soil is filled with bedding plants such as geranium, climbing roses, and ornamental grasses that rustle in the wind for the sound component.

Achievements and Performance



Community Fundraising

Covid restrictions moved community fundraising online. The overnight movement engaged fundraisers across the world who had connections with East Lancashire.

Achievements and Performance



Stay home, drink coffee, save lives!

Exchange Coffee Company created a sumptuous blend specially for the NHS and what makes it extra special is for every 250g bag sold, 20% is donated to ELHT&Me.



Drupta's cycling challenge

Drupta wanted to donate money from his piggy bank. Upon learning about Sir Captain Tom Moore, Drupta was inspired and determined to do more. Cycling 50 miles in 10 days, year 2 student Drupta raised £1,100.

"Ribble Valley truck convoy is cheered by self-isolating residents and delighted youngsters" - Burnley Express

On a Thursday evening in April 2020, truckers hit towns and villages in the Ribble Valley to boost funds for ELHT&Me. The procession ended at Clitheroe Community Hospital in time for the 8pm clap for Heroes.

This memorable fundraiser received TV, Radio, and Press coverage and raised almost £4,000.



HMS Westminster 24 hour exercise event

The Royal Navy Frigate HMS Westminster completed 30-40 minutes of exercise every hour for 24 hours. Hours of squats and lunges raised £2,745 on 15th May.

Achievements and Performance

The impact of the pandemic was felt across East Lancashire Hospitals NHS Trust. We were prompted to publish our Coronavirus campaign using Just Giving, #ThankYouNHS.

The incredible generosity of our local community enabled us to fund many fantastic projects.

The charity received corporate support insourcing PPE, motorhome accommodation, and temporary shower units.

Local companies donated perishable goods that were distributed into free lunch bags for staff.

Donations were collected and distributed daily across our sites including community sites.

We were delighted to help to put a smile under the masks of our NHS Heroes.



Achievements and Performance

We proudly funded multiple Oasis rooms across all sites. These rooms were created as break-out spaces for our colleagues to retreat to. Each provides a quiet and calming environment where staff are able to colour, meditate, have a hot or cold beverage, with access to therapy TV and mindfulness activities.

We planned these rooms carefully and received great feedback from users. The Oasis rooms proved so popular that they remain in use.

These areas were generously funded by the many supporters of ELHT&Me. Special thanks to Sofology for donating two sets of sofas to the Chaplaincy rooms.



ELHT&Me took quick action to support patients being connected with their families. Lancashire Fire and individuals from our local community donated iPads and devices that enabled our patients to keep in touch with their family and friends virtually.

Many of the wards received iPads to use for virtual visits. It means a lot to families to see their loved one, one last time.

“We need to ensure the families that their loved ones aren't alone. They are not alone because we are here, giving our all.

David Anderson - Chaplain

”

Achievements and Performance

In response to the Charity's call for help, the community stitched hundreds of scrub bags to enable our staff at the end of a long shift to safely place their laundry.

This project enabled isolating individuals and groups who could no longer meet, the opportunity to feel part of, and contribute to the wonderful NHS.



Family-owned company Farmhouse Biscuits, re-branded its classic mild ginger biscuits in July 2020. The new packaging incorporated the 'Thank you NHS' message with a rainbow symbol. For every packet sold, Farmhouse donated 10p to ELHT&Me. Funds raised during the pandemic, including those from sales of the biscuits, are used to support initiatives and projects that make the pandemic response more manageable. Gill McIvor, CEO of the Nelson based company, said "After facing one of their toughest challenges to date with Covid-19, it felt like the right thing to do."

"We are just so proud to put a little back into our fabulous NHS who have been taking great care of us all for over 70 years."

Achievements and Performance



With restrictions still in place through the festive period, we did things a little differently.

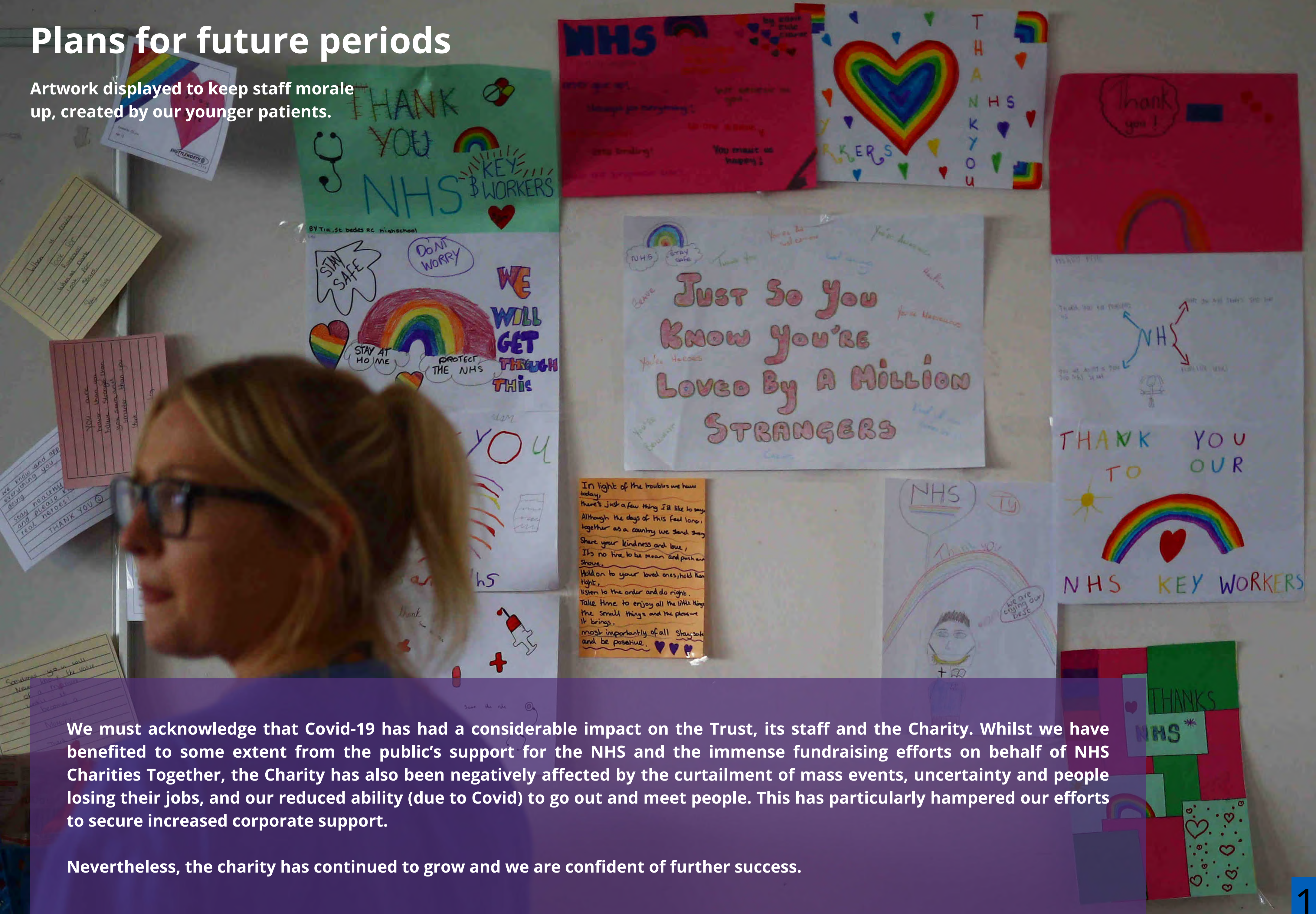
To give back and thank our dedicated workforce, we proudly fully-funded over 9,000 Christmas dinners. All NHS employees at Royal Blackburn and Burnley General Teaching Hospitals, Accrington Victoria, Clitheroe and Pendle Community Hospitals, as well as staff based at the Trust's community sites, were able to claim a hot or cold Christmas dinner option.

Senior staff and members of the Executive Team supported the Trust's Catering Team to serve the meals, giving them another opportunity to thank staff personally for their commitment during the pandemic.



Plans for future periods

Artwork displayed to keep staff morale up, created by our younger patients.



We must acknowledge that Covid-19 has had a considerable impact on the Trust, its staff and the Charity. Whilst we have benefited to some extent from the public's support for the NHS and the immense fundraising efforts on behalf of NHS Charities Together, the Charity has also been negatively affected by the curtailment of mass events, uncertainty and people losing their jobs, and our reduced ability (due to Covid) to go out and meet people. This has particularly hampered our efforts to secure increased corporate support.

Nevertheless, the charity has continued to grow and we are confident of further success.

Financial review

The principal source of funding for the Charity is income from donations and legacies, including grant funding, which are used to fund improvements to the services provided to patients, patient environment, and experience, as well as to fund training for Trust staff and to help to develop and improve staff amenities, in line with the Charity's purpose.

As a result of the gifts in kind generously donated following the onset of the COVID-19 pandemic, £244,000 of notional income has also been recognised, together with a matching amount included in expenditure. Through its membership of NHS Charities Together, the Charity was also successful in its applications for grant funding totaling £198,000 for the health and wellbeing of staff.

As a result of the pandemic, infection prevention control measures and a restriction on patients and visitors attending hospital as a result of COVID have negatively impacted 'footfall' donations at hospital sites, as well as front-facing fundraising activities and direct engagement.

Analysis of income	2020-21	2019-20
Income from donation and legacies		
Donations	607	692
Legacies	28	1
Grants	198	13
	<u>833</u>	<u>706</u>
Income from other trading activities		
Income from training activities	45	80
Other income	71	143
	<u>116</u>	<u>223</u>
Income from investments		
Investments listed on the London Stock Exchange	48	67
Interest on cash/bank	0	1
	<u>48</u>	<u>68</u>
Total	997	997

Total expenditure for 2020-21 of £1,540,000 compares to £1,020,000 in the previous financial year. At £846,000, expenditure on medical and surgical equipment represents the largest use of charitable funds. This includes £343,000 for defibrillators funded from a donation received from Euro Garages in 2019-20, as well as £238,000 relating to lease payments on two robotic surgical systems.

With the Charity entering into a seven-year contract to lease the robotic surgical systems in December 2019, the remaining commitment is £1,348,000. Given the impact of this commitment on the financial position of the Charity going forward, it represents its principal risk but is monitored through the Charitable Funds Committee, alongside mitigating actions.

Analysis of expenditure	2020-21	2019-20
Expenditure of raising funds		
Investment Management and Admin Fees	14	7
	<u>14</u>	<u>7</u>
Expenditure on charitable activities		
Gifts in kind	273	-
Staff welfare/training/amenities	68	114
Furniture and Equipment	50	83
Training	58	61
Medical and surgical equipment	846	535
Other expenditure	231	220
	<u>1,526</u>	<u>1,013</u>
Total	1,540	1,020

When net gains on investments of £194,000 are taken into account, fund balances have fallen by £349,000 in 2020-21 to £1,665,000, £1,633,000 of which is unrestricted with £1,257,000 held in designated funds.

The market value of the Charity's investment portfolio as at 31 March 2021 was £1,689,000, £1,607,000 of which is managed by Charity Investment Managers. The performance of these funds was 1.52% above FTSE 100 and British Government Securities (BGS) Benchmark and the £45,000 of related investment income equates to a gross yield of 2.8%.

The Charitable Funds Committee aims to turn over the majority of charitable funds, excluding specific long-term legacies, once every three years.

Risk Management

Since the Charity's key systems are designed and implemented by East Lancashire Hospitals NHS Trust, the Charity therefore benefits from the Trust's robust internal control and risk management framework.

Where significant risks and uncertainties are identified for the Charity, they are considered at meetings of the Charitable Funds Committee, together with mitigating actions.

Income and expenditure is monitored by the Charitable Funds Committee as part of the risk management process to avoid unforeseen calls on reserves and to ensure that the Charity is well-positioned to meet its objectives throughout the year.

Reserves Policy

The Charity derives its income mainly from donations and legacies, the level of which cannot be accurately predicted year on year.

Since the Charity aims to spend the income it receives for its charitable purpose, there are a number of reasons why it needs to retain a proportion of the income it receives, which include:

- Ensuring income from donations and legacies are spent in line with the donors' wishes, particularly where restrictions have been placed on its use;
- Ensuring sufficient funds are available to fund planned future projects;
- For gifts of endowment where the charity has no power to treat the monies as income to fund charity related expenditure; and
- Meeting current or anticipated expenses such as management, administration and governance costs, including independent examination costs.

For these reasons, the Charity holds reserves at a minimum level of £500,000.

A woman in a blue NHS uniform is clapping enthusiastically. In the background, other people, some also in NHS uniforms, are visible, suggesting a group celebration or event. The scene is outdoors, with a building and some equipment in the background.

Investment Strategy and Policy

The aim of the investment strategy is to 'invest funds so as to provide as high a current income as possible, consistent with the objective of at least preserving the income generating value of capital over the long term'. The balance of investments after taking into account the reserved funds are managed in an investment portfolio designed to provide a return in the medium to longer term. The Charitable Funds Committee is assisted in this aspect by the professional advice of independent Investment Managers.

The Trustees believe that companies which act in a socially responsible way are more likely to flourish and to deliver the best long term balance between risk and return. In developing the ethical investment principles the Charitable Fund Committee has considered the aims and objectives of the charity, the NHS Constitution, the NHS' purposes and fundamental principles and the Trust's responsibilities as a good corporate citizen.

The Trustees believe that the following principles are consistent with these considerations, and where exclusions are applied it is on the basis of inconsistency with one or more of the responsibilities or guidance outlined below:

Investment will not be permitted in companies or organisations manufacturing, promoting and/or distributing alcohol and tobacco products, arms and armaments.

Investment will also not be permitted in companies or organisations which may bring criticism to the Trust in its health promotion and educational roles or where Charitable Fund Committee members have reason to believe the human rights of those employed are not respected and upheld.

The Trust will seek to make socially responsible investments in companies or organisations having a regard to their environmental management, policies and reporting practices, as well as investments in locally based companies where they are considered to be an acceptable financial risk and fall within the overarching principles detailed above.

The Trust is an apolitical organisation and will seek to avoid investment in politically motivated organisations and companies.

Structure, governance and management

The Charity which was formerly known as the East Lancashire Hospitals NHS Trust Charitable Fund and other related charities is now known as ELHT&Me.

The Charity was created under a Trust deed executed on 28 January 2004 and constituted with East Lancashire Hospitals NHS Trust as sole corporate trustee. This deed consolidated a number of charitable funds held by the former Burnley Healthcare and Blackburn, Hyndburn, and Ribble Valley Health Care NHS Trusts prior to their merger to form the East Lancashire Hospitals NHS Trust. A deed of the amendment was executed on 11 July 2018 to provide clarity as to the purposes for which the charitable funds are held and to simplify the administration of the Charity.

As ELHT&Me has a corporate trustee, in accounting terms, it is controlled by the Trust and is, therefore, its subsidiary. Financially, the Charity is not material to Trust, so it is not consolidated into its accounts.

The Trust is funded by the Charity to employ a Fundraising Manager and a Community Fundraising Officer to support ELHT&Me. These posts reflect the important role that fundraising has to play in the enhancement of the patient experience and patient and public engagement.

Charitable funds received by the Charity are accepted, held, and administered as funds and property held on Trust for purposes relating to the health service in accordance with the National Health Service Act 1977 and the National Health Service and Community Care Act 1990.

In practice, responsibility for the monitoring and approval of activities relating to charitable fundraising and the uses to which charitable funds are applied has been delegated by the Trust Board (Corporate Trustee) to the Trust’s Charitable Funds Committee. The terms of reference for the Committee are reviewed annually by the Trust Board and compliance with these terms of reference is also assessed on an annual basis by the Committee and reported back to the Trust Board as part of the reporting from the Charitable Funds Committee.

Membership of the Charitable Funds Committee is drawn from the Trust Board and comprises a Non-Executive Director Chair of the Committee, one further Non-Executive Director/Associate Non-Executive Director member, the Executive Director of Finance (as lead director for the Committee), the Executive Director of Nursing and the Executive Director of Communications and Engagement.

The Associate Director of Corporate Governance/Company Secretary, together with the Deputy Director of Finance or Financial Controller and the Fundraising Manager attend meetings of the Committee to provide advice and assistance.

All Trust Board members are entitled to attend the meeting and have sight of the supporting documents. The Committee provides regular reports of its decisions to the formal Trust Board meetings.

There are a number of individual funds within the umbrella of the Charity, each of which has a designated funds manager with day-to-day responsibility for the administration of the fund, being involved in fundraising activities, and decisions on how donations should be expended within the financial framework of the charity.

The decision making process is aligned to financial limits, as outlined in the scheme of delegation for the Charity. Fund managers have delegated authority to incur expenditure below £3,000. Expenditure above £10,000 is approved by the Charitable Funds Committee, with expenditure between these limits approved by either the Executive Director of Finance or Deputy Director of Finance.



Director recruitment, appointment, induction and training

There are different recruitment and appointment processes for the executive and Non-Executive members of the Trust Board.

From 1 April 2016, NHS Improvement has had responsibility for the appointment of Non-Executive members to NHS Trust Boards on behalf of the Secretary of State for Health and Social Care.

Executive members of the Board are subject to the recruitment and appointment processes of the Trust.

All Directors are subject to the induction and training processes of the Trust.

Committee membership



Stephen Barnes
Non-Executive Director and
Charity Committee Chairman



Richard Smyth
Non-Executive Director



Christine Pearson
Exectuvie Director of Nursing



Michelle Brown
Executive Director of Finance



Shelley Wright
Joint Executive Director of
Communications and Engagement (ELHT
and BTHT) - From 04 January 2021



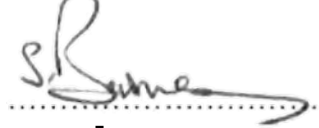
Christine Hughes
Executive Director of
Communications and Engagement -
To 04 December 2020

Committee membership

Name	Position	Committee Member
Professor Eileen Fairhurst	Chairman	
Mr Kevin McGee	Chief Executive Officer - no longer in post	
Mrs Trish Anderson	Non-Executive Officer	
Professor Graham Baldwin	Non-Executive Director	
Mr Stephen Barnes	Non-Executive Director	-Committee Member, Committee Chair
Mrs Michelle Brown	Executive Director of Finance	-Committee Member
Mr Harry Catherall	Associate Non-Executive Director (non-voting)	
Mrs Sharon Gilligan	Chief Operating Officer - From October 2020	
Mr Martin Hodgson	Deputy Chief Executive	
Mr Jawad Hussain	Executive Medical Director	
Miss Naseem Malik	Non-Executive Director	
Mr Tony McDonald	Executive Director of Integrated Care, Partnerships and Resilience - From December 2020	
Mr Kevin Moynes	Executive Director of HR and OD (non-voting)	
Mrs Feroza Patel	Associate Non-Executive Director (non-voting)	
Mrs Christine Pearson	Executive Director of Nursing	-Committee Member
Mr Richard Smyth	Non-Executive Director	-Committee Member
Mr Khalil Rehman	Non-Executive Director - From 01 Febrary 2021	
Mr Mike Wedgeworth	Associate Non-Executive Director (non=-voting)	
Ms Shelley Wright	Joint Executive Director of Communications and Engagement (ELHT & BTHT) - From 04 January 2021	-Committee Member

Declaration

The Corporate Trustee declares that it has approved the annual report of ELHT&Me for 2020/21.



Stephen Barnes

Non- Executive Director
Charitable Funds Committee Chair
East Lancashire Hospitals NHS Trust



Michelle Brown

Executive Director of Finance
East Lancashire Hospitals NHS Trust



Reference and administrative details

Registered charity name: ELHT&Me

ChCharity Registration Number: 1050478

Principal Office Address: East Lancashire Hospitals NHS Trust, Trust Headquarters, Royal Blackburn Teaching Hospital, Haslingden Road, BB2 3HH

Trustee: East Lancashire Hospitals NHS Trust

Key Management Personnel: Trust Charitable Funds Committee

The following key professional services are provided to the Charity by external organisations:

Charity bankers: Governing Banking Service c/o NatWest, Bolton Customer Service Centre, PO Box 2027 Parklands, De Havilland Way, Horwich, Bolton, BB6 4YU

Charity independent examiner: Nicola Wakefield, Mazars, One St Peter's Square, Manchester, M3 3EB

Charity investment managers: Brewin Dolphin, 1 The Avenue, Spinningfields Square, Manchester, M3 3AP

Charity solicitors: Hempsons, City Tower Piccadilly Plaza, Manchester, M1 4BT

Charity internal auditors: Mersey Internal Audit Agency (MIAA), Regatta Place, Brunswick Business Park, Summers Road, Liverpool, L3 4BL



ELHT & Me
your local **NHS** hospital charity



Annual Accounts – Unaudited
FOR THE YEAR ENDED
31st March 2021

Charity Registration Number 1050478

ELHT&me

ELHT&Me Accounts 2020-21

STATUTORY BACKGROUND

ELHT&Me, for which East Lancashire Hospitals NHS Trust is the sole Corporate Trustee, is registered with the Charity Commission.

The Corporate Trustee has been appointed in accordance with the National Health Service Act 2006.

MAIN PURPOSE OF THE CHARITY

The main purpose of the Charity is to apply income for any charitable purpose relating to the National Health Service wholly or mainly for the services provided by East Lancashire Hospitals NHS Trust.

ELHT&Me Accounts 2020-21

Statement of Trustee responsibilities

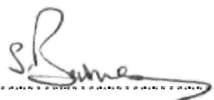
Under the trust deed of the charity and charity law in England and Wales, the Corporate Trustee is required to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year.

In preparing these financial statements, the Trustee is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether the applicable accounting standards and statements of recommended practice have been followed, subject to any material 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 its activities.

The Trustee is required to act in accordance with the trust deed of the charity, within the framework of trust law. The Trustee is responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the charity at the time, and enable the Trustee to ensure that any statements of accounts comply with the requirements of regulations under the provision. The Corporate Trustee has general responsibility for taking steps as are reasonably open to it to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

These financial statements were approved by order of the Corporate Trustee on ^{19/01/2022} and were signed on its behalf by:



Stephen Barnes
Non-Executive Director
Charitable Funds Committee Chair
East Lancashire Hospitals NHS Trust



Michelle Brown
Executive Director of Finance
East Lancashire Hospitals NHS Trust

ELHT&Me Accounts 2020-21

Statement of Financial Activities

	Note	2020-21			2019-20
		Unrestricted funds £'000	Restricted funds £'000	Total £'000	Total £'000
Income from:	3				
Donation and legacies		833	0	833	706
Other trading activities		116	0	116	223
Investments		48	0	48	68
Total		997	0	997	997
Expenditure on:	4				
Raising funds		(14)	0	(14)	(7)
Charitable activities		(1,526)	0	(1,526)	(1,013)
Total		(1,540)	0	(1,540)	(1,020)
Net gains / (losses) on investments		194	0	194	(138)
Net (expenditure)		(349)	0	(349)	(161)
Transfers between funds		0	0	0	0
Net movement in funds		(349)	0	(349)	(161)
Reconciliation of funds:					
Total funds brought forward		1,982	32	2,014	2,175
Total funds carried forward		1,633	32	1,665	2,014

ELHT&Me Accounts 2020-21

Balance Sheet


	Note	31 March 2021 £'000	31 March 2020 £'000
Fixed assets			
Investments	9	1,689	1,758
Current assets			
Debtors	7	25	360
Cash at bank and in hand		174	72
Total current assets		199	432
Liabilities			
Creditors: amounts falling due within one year	8	(223)	(176)
Net current (liabilities)/assets		(24)	256
Total assets less current liabilities		1,665	2,014
Total net assets		1,665	2,014
The funds of the Charity:			
Restricted income funds		32	32
Unrestricted funds		1,633	1,982
Total Charity funds		1,665	2,014

The notes at pages 4 to 10 form part of these accounts.

Approved by order of the Corporate Trustee on 19/01/2022 and signed on its behalf by:


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Stephen Barnes
Non-Executive Director
Charitable Funds Committee Chair
East Lancashire Hospitals NHS Trust


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Michelle Brown
Executive Director of Finance
East Lancashire Hospitals NHS Trust

ELHT&Me Accounts 2020-21

Statement of Cashflows

	Note	2020-21 £'000	2019-20 £'000
Cash flows from operating activities:			
Net cash (used in) operating activities		(240)	(281)
Cash flows from investing activities			
Dividends and interests from investments	3	48	68
Purchase of investments		(842)	(315)
Proceeds from the sale of investments		1,136	311
Net cash inflow from investing activities		342	64
Net cash inflow/(outflow) before financing		102	(217)
Cash flows from financing activities		0	0
Net cash outflow from financing activities		0	0
Change in cash and cash equivalents in the reporting period		102	(217)
Cash and cash equivalents at beginning of the year		72	289
Cash and cash equivalents at end of the year		174	72

Reconciliation of net (expenditure) to net cash flow from operating activities

Net (expenditure) for the reporting period (as per the Statement of Financial Activities)		(349)	(161)
Adjustments for:			
(Gains)/losses on investments		(225)	151
Dividends and interest from investments	3	(48)	(68)
Decrease/(increase) in debtors	7	335	(306)
Increase in creditors	8	47	103
Net cash (used in) operating activities		(240)	(281)

Notes to the Accounts

1 Basis of preparation

1.1 Basis of accounting

These accounts have been prepared on the basis of historic cost, with the exception of investments which are shown at market value, in accordance with:

- Accounting and Reporting by Charities: Statement of Recommended Practice (FRS 102);
- the UK Generally Accepted Accounting Practice and the Charities Act 2011; and
- the organisation's Charity Commission registration.

2 Accounting policies

2.1 Recognition of income

Income is recognised in the Statement of Financial Activities (SOFA) based on the following criteria:

- a) entitlement - arises when a particular resource is receivable or the Charity's right become legally enforceable;
- b) probability - when receipt of the income is probable; and
- c) measurement - when the monetary value can be measured with sufficient reliability.

2.2 Income with related expenditure

Where income have related expenditure (as with fundraising or contract income) the income and related expenditure are reported gross in the SOFA.

2.3 Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

2.4 Tax reclaims on donations and gifts

Income from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

2.5 Contractual income and performance related grants

This is only included in the SOFA once the related goods or services have been delivered.

2.6 Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SOFA as income when receivable.

2.7 Legacies

Legacies are accounted for as income when a part or final distribution is received from the executors of the estates(s), or when the factors specified in 2.1(a) above can be met. Where the exact monetary value is not known, an assessment will be made based on known facts and potential liabilities and disbursement due from the estate, to provide a reasonable estimation of the amount due to the Charity.

2.8 Donated services and facilities

These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material. The value placed on this expenditure is the estimated value to the charity of the service or facility received.

2.9 Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the annual report.

2.10 Investment income

This is included in the accounts when received. Investment Income is allocated to Funds on a basis of the average fund balances over the year.

Notes to the Accounts

Accounting policies cont.

2.11 Liability recognition

The funds held on trust accounts are prepared in accordance with the accruals concept. Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

2.12 Governance costs

Governance costs comprise of costs incurred in the governance of the charity. These costs relate to the independent examination.

2.13 Grants with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service or output.

2.14 Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the Charity.

2.15 Support costs

Support costs include central functions and have been allocated to funds on a basis of the average fund balances over the year.

2.16 Fixed assets for use by charity

The Trust has no tangible or intangible assets.

2.17 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 sale proceeds and opening market value (or date of purchase if later). Unrealised gains and losses are calculated as the difference between opening market value and closing market value for the year. Gains and losses are allocated to funds based on the average fund balance for the year.

2.18 Investments

Investments quoted on a recognised stock exchange are valued at market value at the year end.

2.19 Stocks and work in progress

These are valued at the lower of cost or market value.

2.20 Structure of funds

Where there is a legal restriction on the purpose to which a fund may be used, the fund is classified in the accounts as a restricted fund. Funds where the capital is held to generate income for charitable purposes and cannot itself be spent are accounted for as endowment funds. Other funds are classified as unrestricted funds.

2.21 Trustee indemnity insurance

There is no Trustee indemnity insurance.

2.22 Loans or guarantees secured against assets of the Charity

There are no loans or guarantees against assets of the Charity.

2.23 Related party transactions

East Lancashire Hospitals NHS Trust is considered a related party of the Charity since the Trust Board is the Corporate Trustee of the Charity. During the year none of the members of the Trust Board or parties related to them, undertook any material transactions with the Charity.

2.24 Leases

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership. All other leases are classified as operating leases. All Charity leases are operating leases, payments for which are recognised as expenditure on a straight-line basis over the lease term.

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Notes to the Accounts

3 Analysis of Income

	2020-21			2019-20
	Unrestricted Funds £'000	Restricted Funds £'000	Total £'000	Total £'000
Income from donation and legacies				
Donations *	607	0	607	692
Legacies	28	0	28	1
Grants	198	0	198	13
	833	0	833	706
Income from other trading activities				
Income from training activities	45	0	45	80
Other income	71	0	71	143
	116	0	116	223
Income from investments				
Investments listed on the London Stock Exchange	48	0	48	67
Interest on cash/bank	0	0	0	1
	48	0	48	68

* Donations for 2020-21 include £244,000 of notional income for gifts in kind received following the onset of the COVID-19 pandemic (2019-20: £nil). The corresponding notional expenditure entry is shown in note 4 to these accounts.

4 Analysis of Expenditure

	2020-21			2019-20
	Activities Undertaken Directly £'000	Support Costs £'000	Total £'000	Total £'000
Expenditure on raising funds				
Investment Management and Admin Fees	14	0	14	7
	14	0	14	7
Expenditure on charitable activities				
Fund raising expenses	31	4	35	11
Gifts in kind	244	29	273	0
Staff welfare/ training/ amenities	61	7	68	114
Retirement gifts and long service awards	32	4	36	37
Building and engineering	0	0	0	13
Furniture and equipment	45	5	50	83
Computer / office equipment	7	1	8	28
Training	52	6	58	61
Medical and surgical equipment	757	89	846	535
Other expenditure	136	16	152	131
	1,365	161	1,526	1,013

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Notes to the Accounts

5 Details of certain items of expenditure

5.1 Support Costs

	2020-21 £'000	2019-20 £'000
Finance and administration costs	156	147
Banking charges	2	3
Fees for examination or audit of the accounts	3	2
	161	152

5.2 Trustee expenses and remuneration

None of the members of the Trust Board were paid expenses or received remuneration during the year ended 31 March 2021 (2019-20: £nil) when acting on behalf of the Trust Board as Corporate Trustee of the Charity.

5.3 Staff costs

The Charity did not employ any staff or incur any staff costs during the year ended 31 March 2021 (2019-20: £nil). The costs associated with the administration of the charitable funds have been disclosed under support costs in accordance with the stated accounting policy of the Charity.

6 Operating leases

	2020-21 £'000	2019-20 £'000
Operating lease expense		
- Minimum lease payments	238	79
Future minimum lease payments due:		
- not later than one year	238	238
- later than one year and not later than five years	951	951
- later than five years	159	397
	1,348	1,586

Total future minimum lease payments relate to a surgery robot with the Charity entering into a seven year contract in December 2019.

7 Debtors - falling due within one year

	31 March 2021 £'000	31 March 2020 £'000
Trade debtors	12	6
Prepayments and accrued income	13	348
Amounts due from East Lancashire Hospitals NHS Trust	0	4
Other debtors	0	2
	25	360

Notes to the Accounts

8 Creditors - falling due within one year

	31 March 2021 £'000	31 March 2020 £'000
Trade creditors	(2)	0
Amounts due to East Lancashire Hospitals NHS Trust	(41)	0
Accruals and deferred income	(180)	(176)
	(223)	(176)

9 Investment assets

9.1 Fixed assets investments

	2020-21 £'000	2019-20 £'000
Market value at 1 April	1,758	1,905
Add: additions to investments at cost	842	315
Less: disposals at carrying value	(1,136)	(311)
Add: net gain / (loss) on revaluation	173	(135)
Investment cash	52	(16)
Market value at 31 March	1,689	1,758

9.2 Analysis of investments

	2020-21 £'000	2019-20 £'000
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	1,609	1,905
Other investments	80	(147)
Market value at 31 March	1,689	1,758

9.3 Material investment holdings

Material investment holdings are holdings with a market value of more than 4% of the total market value of investments as at 31 March 2021, which is approximately £68,000 (31 March 2020: £70,000).

Investment	2020-21		2019-20	
	Holding	Market Value £'000	Holding	Market Value £'000
Muzinich Funds GBL Tactical Credit HGD	583	61	1,153	111
PIMCO Global Advis	0	0	8,406	81
Ishares II Plc	9,772	134	15,944	235
BNY Mellon FD MNGR GBL Dynamic	62,096	61	123,513	116
Vanguard Funds Plc	972	53	2,629	106
LXYOR INTL	0	0	519	78
Twentyfour AM Corporate Bond	798	83	798	79
BNY Mellon FD MNGR Asian Inc	58,829	69	38,500	40
Robeco	815	87	0	0
Ishares Physical	4,353	105	0	0
Ishares II USD	15,010	80	0	0

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Notes to the Accounts

10 Related party transactions

East Lancashire Hospitals NHS Trust is considered a related party of the Charity since the Trust Board is the Corporate Trustee of the Charity. However, responsibility for the monitoring and approval of activities relating to charitable fund raising and the uses to which charitable funds are applied has been delegated by the Trust Board to the Charitable Funds Committee.

The transactions with the Trust relate to support costs, as disclosed in note 5 to these accounts with details of debtors and creditors given in notes 7 and 8 respectively. During the year, none of the members of the Charitable Funds Committee or parties related to them, undertook any material transactions with the Charity.

11 Endowment, restricted income funds & major fund movements

11.1 Restricted Funds held

MD01 Elsie Metcalfe Cancer	R RBTH For the treatment of cancer patients at RBTH
NQ09 Thomas Egan Physiotherapy	R RBTH Legacy for the general use of Physiotherapy at RBTH
PT01 Godfrey Morris Pathology	R RBTH For the benefit of Pathology Service BRI
PT02 Harold Wardley Pathology	R RBTH For the benefit of Pathology Service BRI
SD02 Chemo Unit - Rosemere	R RBTH For the Chemotherapy Unit
WC02 Childrens Ward Bgh M Airey Legacy	R RBTH General use heart and lung unit at RBTH
WC07 H Eastwood Childrens Respiratory	R ELH Specifically for Children with Breathing Difficulties
X131 PCH General Purpose	R PCH General purpose of PCH
RBTH Royal Blackburn Hospital	
ELH East Lancashire Hospitals NHS Trust	
PCH Pendle Community Hospital	

11.2 Transfer between funds

The balance on the administration fund of -£127,000 (2019-20: -£144,000) has been transferred to the Trust General Fund.

The cost for the surgery robot lease for 2019-20 of £79,000 has been transferred to the ELHT Robotic Surgery Fund from the Trust General Fund.

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Notes to the Accounts

11.3 Movements of major funds

Major funds are funds with a balance of £25,000 or more.

Fund	1 April 2020 £'000	Income £'000	Expenditure £'000	Transfers £'000	Gains & losses £'000	31 March 2021 £'000
Pharmaceutical Directorate	77	1	(22)	0	0	56
Pharmacy Endowment	26	0	(3)	0	0	23
Staff Gym	76	0	(17)	0	0	59
Trust General	477	746	(895)	48	0	376
Alan Shorrock Legacy	146	0	0	0	0	146
Diabetes	45	0	(3)	0	0	42
DCS General Purpose	36	0	0	0	0	36
ICG General Purpose	45	0	(32)	(3)	0	10
ELHT Cardiac Training	40	1	(8)	0	0	33
Dr Newsomes Leukemia	55	5	0	0	0	60
ELHT Robotic Surgery	476	0	(238)	(79)	0	159
Ophthalmology General Purpose	46	2	(38)	0	0	10
Maternity General Purpose	39	25	(4)	0	0	60
General NICU	100	26	(38)	0	0	88
Fetal Medicine (Mr Maher)	17	9	0	0	0	26
ELHT Lottery Distribution	54	71	(52)	0	0	73
Victoria Nurses Assistance	48	0	(7)	0	0	41
CCH General Purpose	54	0	0	0	0	54
Haem & Chemo Unit BGTH	31	1	(27)	0	0	5
Maternity General Purpose	39	25	(4)	0	0	60
Other	87	85	(152)	34	194	248
Total	2,014	997	(1,540)	0	194	1,665

Independent Examiner's Report to the Trustees of ELHT&Me

I report on the financial statements of ELHT&Me for the year ended 31 March 2021, which are set out on pages 1 to 10.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

This report, including my statement, has been prepared for and only for the charity's trustees as a body. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body for my examination work, for this report, or for the statements I have made.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.


Independent examiner's statement

In connection with my examination, which is complete, no matters have come to my attention which give me reasonable cause to believe that in any material respect:

- accounting records were not kept in respect of ELHT&Me in accordance with section 130 of the 2011 Act; or
- the financial statements do not accord with those records; or

- the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.


Nicola Wakefield (Jan 27, 2022 11:26 GMT)

Nicola Wakefield
Mazars LLP
One St Peters Square
Manchester
M2 3DE

Date: Jan 27, 2022