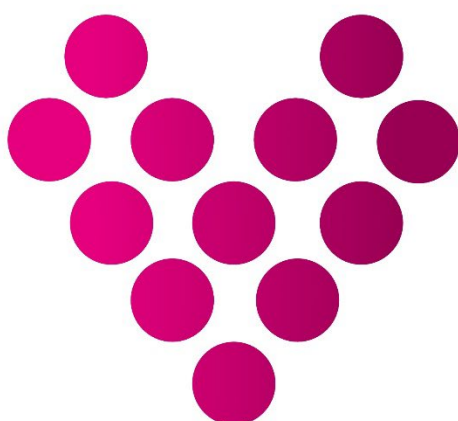




Dartford and Gravesham  
NHS Trust

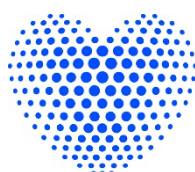


# VALLEY

## HOSPITAL CHARITY

### SUPPORTING HEALTHCARE

## Annual Report & Accounts 2023/24



MEMBER OF  
**NHS  
CHARITIES  
TOGETHER**



Registered with  
**FUNDRAISING  
REGULATOR**

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## Valley Hospital Charity - Annual Report 2023/24

### 1. Background to Valley Hospital Charity

Valley Hospital Charity (VHC) is the working title of the *Dartford and Gravesham NHS Trust Charitable Fund* which has been registered with the Charity Commission since November 1995 - Charity number: 1050861. Its corporate trustee, Dartford and Gravesham NHS Trust (DGT), with its headquarters based at Darent Valley Hospital in Dartford Kent, offers a comprehensive range of acute services, with a bed-base of c550, to around 400,000 people in North Kent and South East London. The Trust's operational priorities in 2023 – 24 were to:

- provide high quality, safe patient services
- deliver financial sustainability and efficiency
- strengthen operational efficiency and effectiveness
- promote excellent education and personal development
- proactive partner engagement

For the last 10 years the Trust has provided a number of services at Queen Mary's Hospital, Sidcup, and Radiology at Erith and District Hospital. In addition, the Trust provides services in Gravesham Community Hospital in Gravesend and a Community Diagnostic Centre at the Livingstone Hospital in Dartford as well as a number of community locations across our population.

DGT are part of the Kent and Medway Integrated Care System (ICS) which brings together health and social care partners across Kent. Its vision is to be a leader in health, working with partners, of which we are one, to make Kent and Medway a great place to live and where people lead longer, healthier and happier lives.

VHC actively fundraises and produces its annual report as a dual-purpose document to meet the requirements of the SORP FRS 102 but also to be used as part of the fundraising document. This means that the trustee's annual report can be distributed with the accounts or as a free-standing document. Therefore, the Charity includes summary financial statements in its annual report.

### 2. Who we are: our objectives and activities

Dartford and Gravesham NHS Trust Charitable Fund (Registration No. 1050861) with the working title of *Valley Hospital Charity* (VHC) has the following charitable objects:

*FOR ANY CHARITABLE PURPOSE OR PURPOSES RELATING TO THE NATIONAL HEALTH SERVICE*

With the generosity of our donors and supporters we fundraise to:

- Buy the latest medical equipment to offer the best available care to our community in their locality;
- Enhance the Hospital environment for our patients, making it welcoming and comfortable;
- Provide the little extras that can mean so much to a patient's stay in hospital.

In addition, charitable funds have been used to:

- Fund innovative research;
- Support staff training, development and wellbeing.

The Charity is funded by donations and/or legacies received from patients, their relatives, and fundraising from the general public, businesses, staff and grant making organisations.

Individuals, companies and grant-giving organisations that make donations and fundraise in support of VHC do so in the knowledge that their gift is received and managed in accordance with best practice and charity law. In making grants, we follow our *Grants Policy* and direct funds towards particular thematic designated funds in line with the wishes of patients and staff and make grants where they tell us they are most needed.

### **Our Mission**

To enhance patient care at Dartford and Gravesham NHS Trust by engaging the community, patients, their families and staff to support their Hospitals through fundraising and volunteering.

**VISION: *To offer world class patient care at Dartford and Gravesham NHS Trust.***

OUR VALUES:

As a corporate trustee model NHS Charity, we share the values of our NHS Trust:

- **Care with compassion** - care of patients is our first concern
- **Respect and dignity** - treating everyone fairly with respect and dignity
- **Striving to excel** - providing the highest quality of service
- **Professional standards** - accountable for the highest standard of care
- **Working together** - to deliver the best possible outcomes for our patients.

#### **Our values**



The Charity is managed day to day by the Fundraising and Voluntary Services Team with oversight from a volunteer Charity Management Board and a Charitable Funds Committee attended by Trust Directors (including Finance) and chaired by a Non-Executive.

The 3 Year Charity Strategy was adopted in February 2023 and is working towards achieving five goals to ensure a successful and respected charity. We continue to:

- Raise charitable income to enhance patient care and staff wellbeing; priorities of Dartford and Gravesham NHS Trust.
- Build new relationships with corporate bodies, community groups, trusts and foundations, educational institutions and individuals which are diverse and inclusive and representative of the patients the Trust serves.
- Develop new and attractive fundraising events and initiatives that appeal to our existing supporter base and engage new supporters to take part and fundraise for us.
- Provide a high level of customer service that celebrates our donors, demonstrates charity best practice and encourages repeat giving to create lifetime supporters.

- Build the Charity brand online, externally and internally with Trust staff.

We are extremely grateful for the generosity of our patients and their families and the wider local community, groups, companies and our dedicated NHS staff who fundraise and donate to enhance patient care given by Dartford and Gravesham NHS Trust through our charity.

### **3. What we have achieved: highlights from the activities undertaken in the year**

- Following the procurement of a new MRI scanner, we successfully funded an integrated play equipment that supports young patients to have successful non-general anaesthetic MRI scans, meaning reducing travel to London.
- We purchased a mobile Sensory Unit to be used in the Children's Resources Centre (children's outpatients) to distract children from uncomfortable but necessary diagnostic and medical treatment.
- Our Chapel and Multi-Faith room refurbishment project was finished following the legacy received from the Late Raymond Thompson. Thanks to an anonymous donation in support of the project we were also delighted to commission a beautiful bespoke stained glass window which makes a lovely feature and adds to the ambiance.
- Our headline focus in 2023/24 was our Lollipop Fund which supports sick children from babies to teens. We are pleased to have raised £57k through the years activities.
- We created 5 new promotional videos to highlight the great work carried out by our staff and volunteers, and the difference charitable giving can make to the care we are able to provide to our patients. These videos feature on our website and are publically available on YouTube:
  - Supporting our Valley Hospital Charity – <https://www.youtube.com/watch?v=9EtA4a7tGzs>
  - Supporting the special care of babies – [https://www.youtube.com/watch?v=WJEKvE\\_rQP0](https://www.youtube.com/watch?v=WJEKvE_rQP0)
  - Supporting our Cancer Fighting Fund - <https://www.youtube.com/watch?v=yhVpKUCYtX0>
  - Supporting our Lollipop Fund - <https://www.youtube.com/watch?v=-iiFsef990k>
  - Volunteering at Darent Valley Hospital - <https://www.youtube.com/watch?v=j6B-WrZrBf8>
- We held our second Charity Golf Day at Redlibbets Golf Club in Ash. We had 10 teams of 4, and held a raffle and an auction and had great weather for it.
- We received two legacies in 2023/24, £1k from the Late Michael Murray and £0.5k from the Late Irene Spellward.
- To recognise the NHS 75<sup>th</sup> birthday we held a weeklong Cyclothon in the main entrance of Darent Valley Hospital, focusing on a different designated fund each day to raise funds and awareness of the work of the charity in each thematic area of care.
- Lullingstone Golf Club raised over £7k for our Little Buds Fund as their Charity of the Year.
- Our Sickie Cell Parent Support Group was selected by NHS Charities Together as one of the projects they had supported with funding to be recognised through an exciting opportunity in partnership with Starbucks and Global Radio. Our Sickie Cell Parent Support volunteer led Grace was surprised live on the radio in the run up to Christmas by

the breakfast hosts of Heart FM. Grace was played a number of audio clips from grateful patients and staff for all the time and support she dedicates to the Group and received a lovely gift to enjoy with her family.

- In November 2023 we were invited to attend NHS Charities Together's high value donor thank you event at The Royal Society of Medicine. Retired-Midwife Karen Youens was asked to talk about her career in the NHS, predominantly carried out at DGT, Karen highlighted how she had benefited from the Reset Health initiative which was funded by a grant the charity received from NHS Charities Together during the pandemic.
- During the year the Trust launched its Community Allotment in partnership with the Dartford Healthy Living Centre. The Charity has supported the purchase equipment and seeds to provide access to green spaces and information on health living to the local community.
- We registered with the Fundraising Regulator in July 2023 to show our Charity's commitment to the Code of Fundraising Practice. This means we can now feature their hallmark on our fundraising material. We ratified a new Fundraising Complaints Procedure alongside this affiliation which includes a route to escalate any complaint that is unresolved by ourselves to the Fundraising Regulator. We have not received any complaints to date.

#### **4. NHS Charities Together Grants**

##### **Development Grant**

During 2023/24 we continued to spend the £30k Development Grant awarded to us in February 2023 by NHS Charities Together with the goal of *'empower[ing] the NHS charity sector to be high performing, effective and impactful.'*

We were able to support the charity with areas of governance, culture, communication and marketing. We funded 2 training sessions with a Charity Lawyer for our Trust Board and Charity Management Board as a refresher of their legal roles and responsibilities. We bought a new Customer Relationship Management (CRM) System to record and manage our charity supporters and volunteers effectively and with consent. We produced our first digital and professionally printed Annual Report and Accounts. We created 5 promotional videos to engage the public with our charity and also created some new leaflets to promote the charity and volunteer function at the Trust.

##### **Future Grants**

Competitive grant rounds were announced during the year which we submitted Expressions of Interest in but were unsuccessful. Further opportunities to apply for the Greener Communities Grant and the Innovation Challenge Grant are expected each year for the next few years and therefore we are preparing appropriate projects to apply for these again.



## Community Case Study: The North West Kent Phab Club



*Caption: NWK Phab Club members during their challenge, walking circuits of the rugby field.*

The North West Kent Phab Club embraced our NHS 75 celebrations by walking 7.5 times around the main Rugby pitch at Gravesend Rugby Football Club on Wednesday 5th July 2023 to raise money for our Lollipop (Children's) Fund.

Ever generous the club continued to be amazing supporters of our charity and raised a fantastic £266.80 once all the sponsorship money was collected.

Thank you to all the Phab Club members who took part and had such fun at the event. A huge thank you to group leaders Zoe and Tom for all their organization and kindness.

## 5. How we funded our work, our achievements and performance

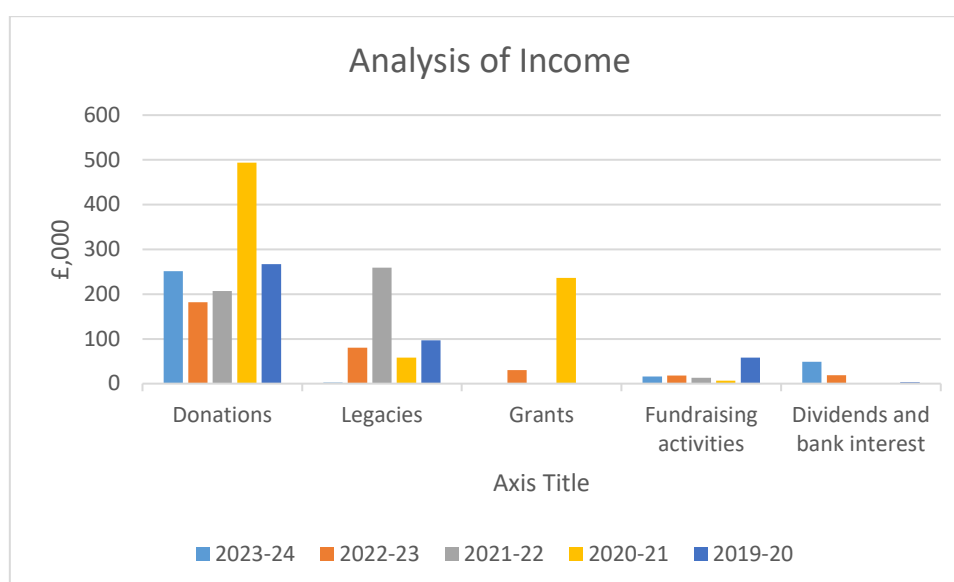
The following figures are taken from the full audited accounts as at 31 March 2024, if more details are required please refer to the full accounts. This part of the trustee's annual report comments on key features of those accounts. In this section, we firstly explain how we raised the money and then how we spent it.

### **Money received £318k – Money spent - £384k**

Our expenditure remains higher than our income for this financial year. We are actively trying to reduce the balance held to ensure we are spending our charitable funds on our beneficiaries. Legacy income was down on the previous year which also accounts for this.

### **Money received: sources of funds**

The chart below shows our main sources of income over the past four years. Our largest source of income in 2023/24 was from donations from the community, which includes corporate donations and grant income, followed by dividends and bank interest income of £49k. This has increased significantly due to holding funds in a high interest account.



Donations from the public (£252k) – voluntary donations from patients, the public, community groups and corporate supporters was our biggest source of income in 2023/24. Donations mainly come through online through our own website and third party sites such as Justgiving.

Legacies and gifts-in-wills (£1k) – made up of two Legacies; £0.5k, £1k. We are fortunate to be remembered each year by people in their will. We had expected Legacy income to be higher within year as we were aware of a residual legacy, but the final Estate was not completed before the end of year.

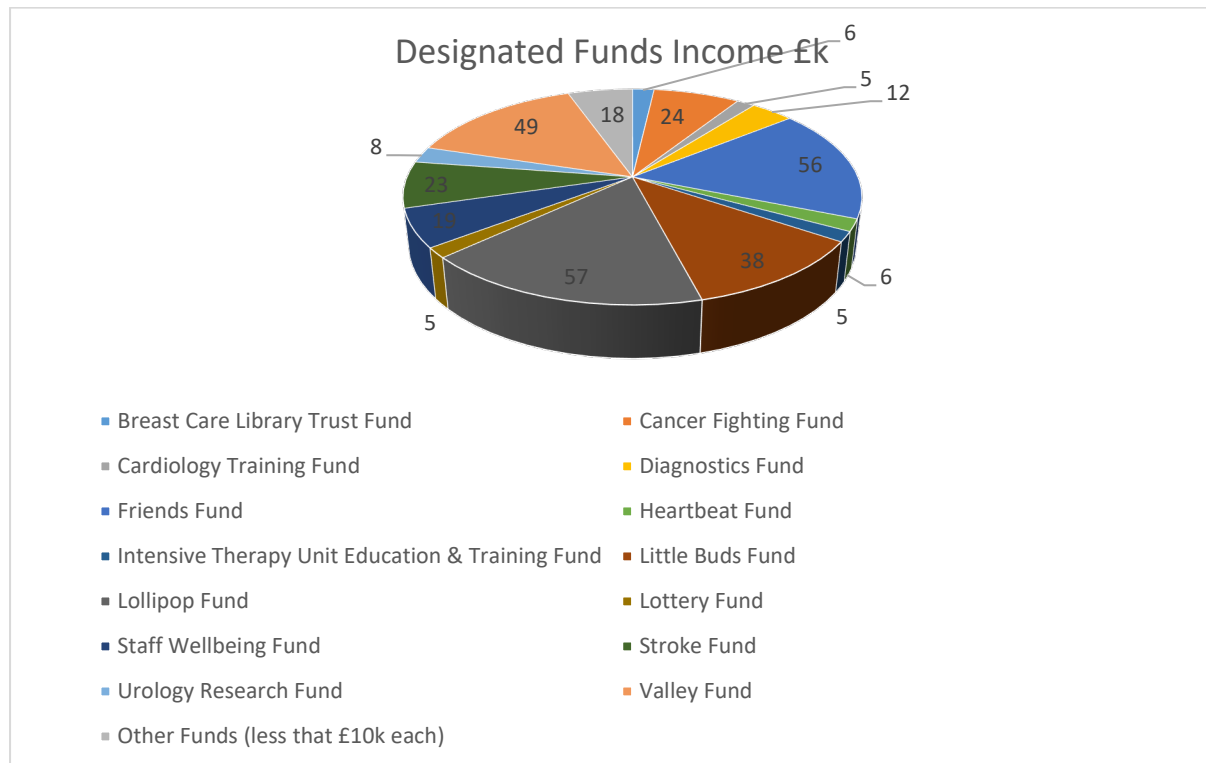
### **Money received: our designated/restricted funds**

A number of our designated funds are classed as '*special funds*' and are public facing for donors who wish to give thematically. Our most popular funds are:

- **Cancer Fighting Fund** - to benefit the diagnosis and treatment of cancer at Darent Valley Hospital



- **Friends Fund** - money held for wards, stroke or any other small appeals.
- **Heart Beat Fund** - to benefit the Heart Centre.
- **Little Buds Fund** - for the special care of babies from conception to birth.
- **Lollipop Fund** - to benefit the treatment and care of babies and young children.
- **Silver Birch Fund** - to benefit all elderly patients who attend DVH and all staff working in that area.
- **Staff wellbeing Fund** - to benefit staff wellbeing
- **Valley Hospital Fund** - to benefit all areas where there is no specific fund.



Our public facing '*special funds*' are overseen by the Head of Fundraising and Voluntary Services and the Charity Management Board. The remaining funds, also known as '*Directorate*' or '*Separate funds*,' are allocated a Fund Manager from their department or division who knows the service, and can best advise on how charitable funds can be used meaningfully, and in line with the charity's objects, within their department.

### Gifts-in-Kind

The equivalent monetary value of our gifts-in-kind in 2023/24 was £15k. We are extremely grateful for these kind donations to support our fundraising efforts through raffles and particularly to mark special occasions whilst in hospital, making them less stressful for our patient and their families. These included from Bluewater Christmas Appeal, Welling School, Starbucks, Haberdashers Crayford, Bartellas, Vidafresh, Christ Embassy Church, Corinthians, M&S, Dunelm, Charlton Athletics, Brandshatch, Birchwood Park Golf Club, Computers4Charities, Essex Freemasons, Dartford Lions, St. Mary's Child, Natwest Bexley and the Community Wardens to name just some.

### Future Income

We anticipate donations from the public to remain our highest income stream in the coming year, followed by Legacy income as we have some in the pipeline.

We plan to apply for grants during 2024/25 but it is unlikely they will be received within the same financial year, particularly if from NHS Charities Together. They have tended to have long lead times between application and outcome delivery.

With our new Customer Relationship Management (CRM) system we hope to further analyse our income streams to become more sophisticated in reporting and monitoring where we have most opportunity to grow and fundraising activities we should stop. We have 2.4 WTE staff employed by the Trust (0.35 WTE recharged to the charity) who are allocated to spend time working in the charity and are limited in what we can achieve, therefore we are looking at the team structure and possible investment would be beneficial to help us make the most of new opportunities.

We are still weathering the cost of living crisis, and people are feeling like they have less in their pockets. Staff have really got behind our fundraising; they can identify the need and see first-hand the benefit of the money they raise. We are looking at creating a charity focal point in the main entrance which will have a permanent contactless device to receive donations.

#### **Corporate Case Study: Ebbsfleet Development Corporation (EDC)**



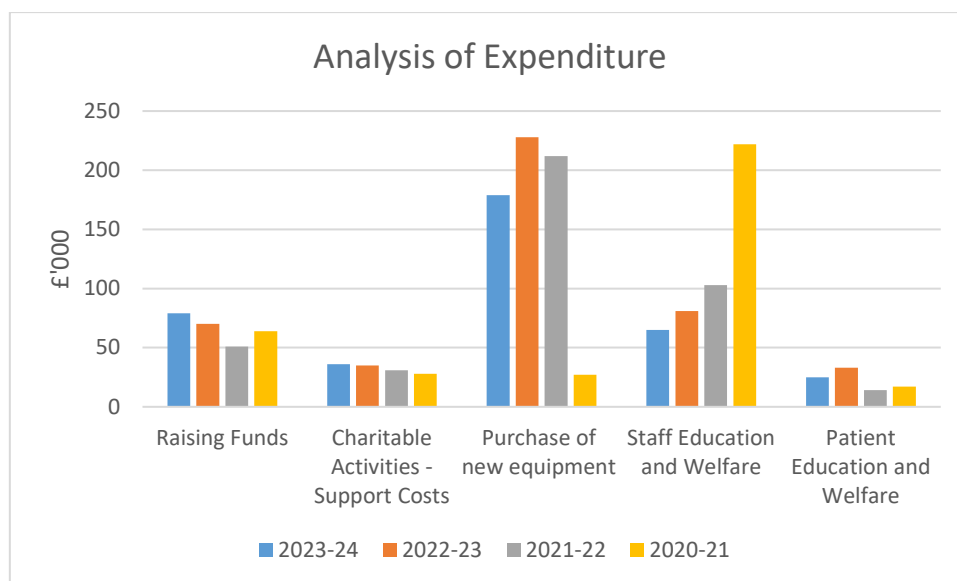
*Caption: Mark Cullen, Community Fundraising Manager and representatives of EDC and Mayor of Dartford hold Dave the Bear at the Fusion Festival in Ebbsfleet in July 2023.*

Ebbsfleet Development Corporation invited us to co-host a refreshments stand at the Ebbsfleet Fusion Festival in July 2023, selling cakes and drinks in support of our NHS 75<sup>th</sup> Birthday Big Tea appeal.

The event was an amazing success with several public luminaries stopping by, such as the Mayor of Dartford, Rosanna Currans, and the stall raised £402 for our Lollipop (children's) Fund.

## 6. Money spent: what we spent our money on

As the chart below shows, our largest area of spend was on the purchase of new equipment.



During the year, the Charity supported over 68 projects through charity grants, examples include:

### **Purchase of new equipment (£203k)**

- Explain My Procedure (£4.1k) Subscription for a selection of Intensive Care Unit (ICU) video animations which give a simple explanation of the procedure to support communication and understanding for our ICU patients and their relatives.
- Bilistick System (£9.8k) to test a baby's SBR level and receive results immediately to support community midwives in identifying babies who have Jaundice and enabling them to make quick decisions regarding their care.
- CPR Manikin (£1.7k) to support Resuscitation Training.
- Patient Belongings Boxes (£4.7k) to store patients' personal valuable items, including dentures, in a brightly coloured box so they do not get misplaced.
- Diathermy Machine (£10.5k) to use in surgical procedures within the Heart Centre Cath Lab for patients who are having pacemaker and defibrillator implant procedures to prevent bleeding within the surgical wound.
- Sensory Voyager (£5k) mobile light and sound unit to aid distraction for children attending appointment in the Children's Resources Centre.
- Thera-Trainer (£5.8k) to support Stroke rehabilitation services. This provides a passive pedal motion, allowing the patient to take over as they build up strength.
- Chapel and Multi-faith room refurbishment (£34.2k) created a welcoming, more versatile space for staff and patients, men and women of different faiths to worship and reflect.
- Kitten Scanner (£23.2k) a paediatric coaching tool which supports investigative procedures in children, preparing them through play to reduce the stress and anxiety of a MFI or CT scan, and therefore reducing the number who require sedation.
- Refurbishment of Pine (£8.8k) to improve the environment for our cancer patients including wall art, furniture and decorative privacy screens.

### **Patient Education and Welfare (£28k)**

- Lip balms with domestic violence support number (£0.7k) so patients have discreet access to a helpline when they need it.
- Keepsake Boxes (£0.7k) gifted to families where a loved one has passed away on ICU with unique and lovingly presented personal items.
- Emergency clothing for children (£0.3k) who arrive at hospital at short notice with social services.
- Get Dressed Get Moving booklet (£0.9k) to help promote physical activity where possible whilst in hospital to avoid muscle wastage.
- Wellbeing4You room hire (£3.7k) to provide a welcoming and accessible venue for patients accessing the drop in sessions. For people who have had cancer and can access ongoing wellbeing and practical support to help them move on with their lives.

### **Staff Education and Welfare (£74k)**

- Charity Law Training (£1.2k) was delivered over 2 sessions to the Charitable Funds Committee and the Trust Board by a Charity Lawyer at Withers Worldwide.
- Out in the Field Wellbeing Retreats (£36.4k) was a programme delivered by The Quadrangle in Kent to support post-pandemic recovery and resilience.

Support costs include an Audit fee of £5k and monthly cross charges from Finance for managing the accounts during the financial year.

**Raising Funds (£79k)** – this includes our membership subscriptions: Run for Charity (where we access a number of our challenge events), and other fees associated with putting on events in 2023/24 such as skydives and zip lines. Our charity's promotional costs, such as our charity website and CRM system licence, Lottery Licence, Fundraising Regulator membership and our fundraising and promotional materials. In addition, a proportion of the Head of Fundraising post is funded by the Charity.



## Staff Case Study: Pirates Pedalling for Paediatrics



*Caption: Ellie Gibbs and Leanne Suthanah from the Children's Resources Centre organised a pirate themed fundraiser for our Lollipop Fund in Darent Valley Hospital in Feb 2024.*

Our staff go above and beyond to support improvements to their services. Ellie Gibbs, Service Improvement Manager and Leanne Suthanah, CRC Senior Sister, dressed up in costume, sold cakes and cycled in their pirate themed fundraiser and raised £457.24 for the Lollipop Fund.

Onsite Valley Park Radio Volunteer Traviss hosted his radio show whilst taking his turn pedalling at the ship's helm!

## 7. Performance against objectives

We spent £384k on our charitable objectives in 2023/24.

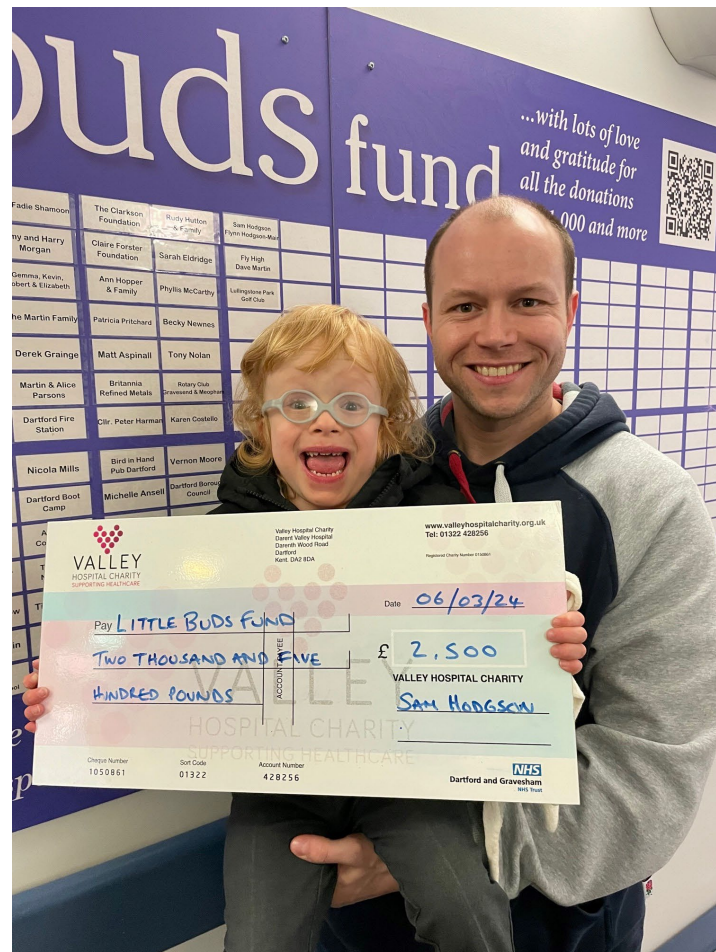
We adhere to the NHS Standard Operating Procedures (SOP) using the NHS Trust procurement process which focuses on value for money and using trusted suppliers; where necessary obtaining three quotes when we are spending over £15k.

We ensure that we provide a VAT Exemption certificate when spending in line with our charitable objects so we do not pay VAT on charitable purchases where possible to ensure our donated income goes further.

To ensure the money is well spent, applications for grants include questions about the objectives, impact, and success criteria for the proposed project. Successful grant applicants are asked to provide feedback on the benefits that have been realised from the grant by presenting back to the Charity Management Board and providing images and a write up to include in Charity/Trust communications.

We ask Fund Managers who have more than £5k in their fund to submit a spending plan before each Charitable Funds Committee meeting so these can be reviewed and ensure funds raised do not sit there but are soon to be making a difference to the medical care and treatment of patients.

### Donor Case Study: Sam Hodgson



*Caption: Sam and Flynn holding up their cheque after spotting Sam's name on the £1,000 recognition board.*

In March 2024 we welcomed Sam Hodgson and his son Flynn, now 6 1/2 years old, who spent the first 6 months of his life in hospital.

Flynn was born in Darent Valley Hospital at 25 weeks gestation and after a few hours in Walnut Ward where he was stabilised, Flynn was transferred to the Oliver Fisher Unit at Medway.

Flynn returned to Darent Valley and spent 4 months on Walnut Ward (with many trips to the London hospitals!) Flynn was discharged on home oxygen in November 2017 and was treated as an outpatient with the Outreach team. He finally kicked home oxygen in 2020.

To say thank you for Flynn's care Sam took on the 3 Peaks Challenge, walking to the peaks of Ben Nevis, Scafell Pike and Snowdon in 24 hours. In doing so Sam raised an incredible £5,000; £2,500 respectively for both the Oliver Fisher Neonatal Unit at Medway, and our Little Buds Fund to benefit the special care of babies at Darent Valley Hospital.



## **8. Our fundraising practices**

The Head of Fundraising and Voluntary Services is a Certified Full Member of the Chartered Institute of Fundraising (MCIOF(Cert)). Membership confirms abidance to the Chartered Institute of Fundraising Code of Conduct, certification confirms completion of the CIOF accredited Certificate in Fundraising Management qualification, and full membership confirms over 5 years of experience in fundraising.

Charity staff organise fundraising events and co-ordinate, recognise and celebrate the activities of our supporters both internally and externally. The Charity does not use professional fundraisers or involve commercial participators.

There have been no complaints about fundraising this year.

The Charity is expecting to register with the independent Fundraising Regulator in the coming financial year to ensure donor confidence and fundraising best practice.

## **9. Our fundraising performance**

During the year the total donations, grants, legacies and income from fundraising (shown as trading activities in the accounts) came to £318k. Unfortunately our top level plans weren't realised in year due to reasons outside our control. Despite securing a funder to finance a Dementia Sensory Garden we had to abandon the project on health and safety grounds based on unsafe cladding in the enclosed garden area. The major donor we were stewarding with one of our consultants also went cold. We have however continued to look at ways to increase our income and have been impressed with the level of engagement of Trust staff who have been taking part in a number of our challenge events to support improvements in their areas.

Our NHS 75<sup>th</sup> Birthday celebrations went well and we were delighted to see the community get behind this milestone, with lots of schools and local businesses recognising the occasion through fundraising activities and NHS themed events. Our Lollipop Appeal benefited from proactive activities as we had some large requests to improve the pathway for our younger patients using play and distraction through sensory items and role play to manage their anxiety and prepare them for diagnostic interventions.

We supported Lullingstone Golf Club as their Charity of the Year which raised over £7k to support our Little Buds Fund and the special care of babies from conception to cot.

We delivered a second Charity Golf Day in September 2023 which matched the £4k raised the previous year. We were pleased that our Christmas Appeal was considerably up on last year, raising over £13k, on top of over £9k in Gifts In Kind for the festive period.

In 2023/24, we took the decision not to run Stride4Life as without the volunteer committee to organise the event we felt it was very resource intensive and didn't deliver in terms of income. Stride4Life is intrinsically linked to our Cancer Fighting Fund which has a large balance and we have other funds and general income that is more desirable at the moment for the hospital's needs.

The Head of Fundraising was asked to provide interim support to neighbouring mental health trust; Kent and Medway NHS and Social Care Partnership for 1.5 days since November 2023 and continues in her role as Co-Chair for the South East Regional Group of NHS Charities together and we continue to consult and share best practice and learning with our peers regional and nationally, including annual benchmarking and comparative success of campaigns and overall fundraising cost to income ratios.

## **10. What we plan to do with your donations: our future plans**

We continue to follow the direction laid out by our 3 Year Charity Strategy with a focus for the coming financial year on:

1. Invest in new technologies and services so patients can access clinical expertise and treatment within our hospitals, without needing to join long specialist waiting lists and travel to London and beyond.
  - Support the delivery of heart monitoring in the young in a local community setting.
  - Laparoscopic trainer to support Resident Doctors practice their skills.
  - Extra Corporeal Shockwave Therapy machine to treat tendinopathy, tennis/golfer elbow/plantar fasciitis as an alternative to surgery.
2. Improve the environment in our hospitals to make them welcoming for outpatients and comfortable for inpatients and their visitors.
  - Refurbishment of the Rooming in Rooms on Walnut Ward for families who are ready to take baby home, sometimes after over a month of being on the Unit and/or at other SCBU/NICUs.
  - Fans to improve the environment on the wards during the hot summer.
  - Storage cupboards to free up the Play Specialists room for art sessions with children.
3. Support staff wellbeing projects to ensure our employees and volunteers are in the best health, physically and mentally, to provide care to our patients.
  - Support a calendar of Health and Wellness activities throughout the year.
  - Improving staff room spaces by providing extra appliances to store and make own food.
  - Support the Community Allotment project and engage the community.

Our operational priorities in Year 2 2024/25 look to promote growth and innovation into the future:

- Create a fundraising focal point in the main entrance of DVH.
- Increase the number of grant applications to funders to meet charity requests.
- Support Charity of the Year relationships (Mayor of Dartford Chosen Charity)
- Grow our offer of challenge events to new and existing audiences
- Support the Trusts' Research ambitions by finding a sustainable income stream.
- SORP recommended donor focussed Annual Report
- Use new CRM to generate consenting data for appeals and fundraising activities
- Share a wealth of case studies to demonstrate the impact of charitable spend
- Seek mass participation event opportunities
- Establish monthly supporter eNewsletter
- Look to develop Charity Champion role

## School Case Study: Hartley Primary School



*Caption: Representatives of Hartley Primary School came in to present the £3k cheque with Assistant Principal Sophie in September 2023.*

Hartley Primary fully embraced our NHS 75 5th July event and raised an incredible £3,128.01 for our Lollipop Children's Fund. The children had a wonderful day undertaking a range of activities based on the number 75 from taking penalties, to dancing to table tennis!

We were delighted to welcome three year 6 students and Assistant Principal Sophie who made the presentation to Sarah Buchan-Tigere, Matron Children and Young Peoples Services who thanked the children for their incredible donation and showed them their name on the Lollipop £1,000 Wall of Fame donation board. Staff from Willow Ward then joined to express their gratitude and have pictures taken.

### 11. How we manage the money

Grant requests are submitted to the Charity via an online form on our charity website. Applications are invited from any member of staff at any time with sign off from their line manager. They are asked to answer a series of questions that relate to the grant criteria, defined by the Charity's objects and the public benefit test. These are collated and applicants are invited to present at the next bi-monthly Charity Management Board meeting. Here the grant requests are discussed and assessed, looking at quality, public benefit and value for money, and where appropriate are approved in principle. The recommendations are shared with the Charitable Funds Committee for ultimate approval.

The Charity has a Grants Policy to reflect this process.

## **12. Our reserves policy**

The Charity does not currently enter into future commitments and so has not created any formal reserves; however, it does have enough within its funds to continue to pay a proportion of the costs of the Head of Fundraising and Voluntary Services. There is enough money held on account within the funds to ensure that other costs, such as audit fees, are covered. Other spending activities are only authorised when full funding is available.

## **13. Trustee arrangements**

Dartford and Gravesham NHS Trust is the sole Corporate Trustee of the Charity. However, its Board of Directors acts as the agent of the Trust. Board membership as at year-end 2023-24 is shown below, with in-year changes are detailed below.

<b>Name</b>	<b>Role</b>
Jonathan Wade (v)	Chief Executive
Steve Fenlon (v)	Deputy Chief Executive (appointed 16 March 2024)
Siobhan Callanan (v)	Chief Nurse
Tom Clark (v)	Chief Medical Officer
Guy Dentith (v)	Chief Finance Officer
Alexandra Bode-Tunji	Chief Strategy and Transformation Officer
Sheridan Flavin (v)	Chief People Officer (appointed 1 October 2023)
Tori Harrison (v)	Chief Operating Officer
Jackie Craissati (v)	Trust Chair (appointed 1 April 2023)
Steve Wilmshurst (v)	Non-Executive Director and Chair of the Quality and Safety Committee and the Remuneration Committee
Lynn Gladwell (v)	Non-Executive Director and Chair of the Charitable Funds Committee
Suzanne O'Brien (v)	Non-Executive Director and Chair of the Finance Committee
David Ahmad (v)	Non-Executive Director and Chair of the Audit Committee
Julia Wendon (v)	Non-Executive Director and Chair of the Quality and Safety Committee and the Remuneration Committee
Chris Gonde	Associate Non-Executive Director
Stephen Cornes	Associate Non-Executive Director and Chair of the Remuneration Committee

(v) – donates a voting member of the Board

<b>Name</b>	<b>Change to the Board</b>
Gill Jenner	Trust Chair (Retired 31 <sup>st</sup> December 2023)
Andrea Vigille	Chief People Officer (1 June until 31 October 2023)

All Directors and Non-Executive Directors signed a self-Declaration of Interest. The NHS Code of Accountability requires that all Board members declare any personal or business interest which may influence, or may be perceived to influence, their judgement. The declarations made also encompass any such interests held by any person connected to him/her, such as spouses/partners. These have been made available to the auditors.

In 2010, the Board of Directors of Dartford and Gravesham NHS Trust established and authorised a committee, the Charitable Funds Committee, to oversee the management of the Charitable Fund on its behalf. The Charitable Funds Committee met three times during 2023-24 (27 June 2023, 24 October 2023 and 27 February 2024). The Chairman of the

Charitable Funds Committee reports the minutes of each Charitable Funds Committee meeting to the Trust Board, highlighting any matters that require Board attention or action.

NHS England (NHSE) appoints Non-Executive Directors of the Trust Board. Executive Directors of the Board are appointed via the Trust's recruitment procedures. Members of the Trust Board and the Charitable Funds Committee are not individual trustees under Charity Law but act as agents on behalf of the Corporate Trustee. As part of their induction programme, new Executive and Non-Executive Directors of Dartford and Gravesham NHS Trust are made aware of their responsibilities as Board members of the corporate trustee of Dartford and Gravesham NHS Trust Charitable Fund.

The Charitable Funds Committee members as at year-end 2023-24 were:

Lynn Gladwell	Non-Executive Director (Chair)
David Ahmad	Non-Executive Director
Jonathan Wade	Chief Executive
Guy Dentith	Chief Finance Officer
Tom Clark	Medical Director
Djafer Erdogan	Assistant Director of Finance
Sally George	Head of Fundraising and Voluntary Services
Jane Burr	Trust Secretary

In addition, the Charity Management Board, a sub-committee of the Charitable Funds Committee, met every two months during the year. The minutes of the Charity Management Board are received by the Charitable Funds Committee (and vice versa).

## Community Case Study: Dartford Lions



*Caption: Dartford Lions President Avtar Sandhu cutting the ribbon on the Kitten Scanner, with fellow Dartford Lions members and senior Trust staff, purchased in March 2024.*

Dartford Lions Club kindly donated £23k to purchase a Kitten Scanner. This scanner, a miniature version of the MRI machine, aims to make scans less scary for children. Made by Phillips, it introduces a playful twist to MRI and CT procedures, reducing anxiety and eliminating the need for sedation.

The Kitten Scanner, in conjunction with play therapy, has clinically proven to significantly reduce the need for sedation and general anaesthetic in claustrophobic young patients. The donation means that the Darent Valley Hospital Kitten Scanner is one of the only scanners in the south east and the only one in Kent and Medway.

Dartford Lions Club President Avtar Sandhu and his fellow Lions paid a visit to the hospital to see first-hand the impact of their generosity.

Professor Sriprasad, Deputy Chief Medical Officer, expresses his gratitude, stating, "Young children are apprehensive in getting a scan done. The Kitten Scanner goes a long way in allaying their fears and is a welcome development. We are thankful to the Dartford Lions Club for making this happen."

Avtar Sandhu said: "This is one of the largest donations our club has ever made to any one single project. The Kitten Scanner will affect the lives of so many members of our community and this is only possible because of the continued support being offered to us by the local community of Dartford and surrounding areas. It's the support of our residents that makes projects like this one possible."



#### **14. Our staff and advisors**

The Chief Finance Officer has particular responsibility to:

- ensure that spending is in accordance with the objects and priorities agreed by the Charitable Funds Committee and the Board
- that the criteria for spending charitable monies are fully met; that full accounting records are maintained
- that devolved decision-making or delegated arrangements are in accordance with the policies and procedures set out by the Board on behalf of the Corporate Trustee.

Fundraising for the charity is supported by the Head of Fundraising and Voluntary Services, a proportion of their costs are charged to the Charity.

The Board of Directors, on behalf of the sole Corporate Trustee, employed the following professional advisers during the year:

##### **Auditors:**

KPMG LLP  
15 Canada Square  
Canary Wharf  
London  
E14 5GL

##### **Bankers:**

Co-operative Bank plc  
London and South East Business Centre PO Box 2790  
80 Cornhill  
London  
EC3V 3RD

NatWest Bank plc  
3rd Floor  
280 Bishopsgate  
London  
EC2M 4RB

##### **Fraud advisor:**

TIAA Ltd  
Artillery House  
Fort Fareham  
Newgate Lane  
Fareham  
PO14 1AH

**How to contact us** - The charity office and principle address of Valley Hospital Charity is:

Darent Valley Hospital  
Darent Wood Road  
Dartford  
Kent  
DA2 8DA

For fundraising queries please contact:

Sally George – Head of Fundraising and Voluntary Services  
dgn-tr.fundraising@nhs.net  
01322 428256

### **15. Key management personnel remuneration**

The Board of the Corporate Trustee and the Head of Fundraising and Voluntary Services comprise the key management personnel of the charity as they are in charge of:

- directing and controlling the charity
- running and operating the charity on a day-to-day basis.

Dartford and Gravesham NHS Trust's (DGT) board members are either executive members who are employees of DGT or non-executive members who are remunerated in accordance with the DGT constitution. None of the board members are specifically paid in relation to the Charity, they give of their time freely. The Charity pays a proportion of the Head of Fundraising post and a cross charge from a proportion of the Charity Finance Manager role.

### **16. Risk analysis**

The Charity has its own Risk Register which is aligned with the Trust's own risk management procedures. All areas of spend and commitments are reviewed regularly. There are procedures in place to review the investment policy and to ensure that both spending and firm financial commitments remain in line with income.

Guidance is provided to Fund Managers to support reporting on their funds to the Charitable Funds Committee (which includes a declaration of compliance with the guidance).

### **17. Future levels of income**

The Charity is reliant on voluntary donations to allow it to make charitable grants to benefit patient care at Dartford and Gravesham NHS Trust. If income falls, then the charity will not be able to make as many grants or deliver any large scale projects.

We are now a year in to our 3 Year Charity Strategy that aims to increase income by developing the Charity's visibility, building our supporter base to provide sustainable growth.

We were disappointed that we were unsuccessful in our Expression of Interest stage in applying for further NHS Charities Together grants in 2023/24 but this is a now competitive process. The Charity will continue to deliver a range of fundraising 'products' looking to grow our portfolio to help diversify our income streams for greater resilience in the cost of living crisis.

### **18. Wider networks**

The Charity is an active member of NHS Charities Together (NHSCT), which hosts membership of NHS charities across Great Britain and Northern Ireland. NHSCT is a membership organisation providing peer support, as well as an independent registered charity, and grant funder. We currently attend two NHSCT special interest groups; South

East Region of which the Head of Fundraising and Voluntary Services is co-Chair, as well as Mental Health Charity group in support of neighbouring Kent and Medway NHS and Social Care Partnership Trust where the Head of Fundraising has been providing interim support for their new charity.

### **Related parties**

Dartford and Gravesham NHS Trust is the corporate trustee of the Charity and the grants the Charity administers benefit the patients and staff of the NHS Trust – they are therefore related parties.

Dartford and Gravesham NHS Trust makes a number of clerical and transaction services available to the charity. The services provided by Dartford and Gravesham NHS Trust are administrative and financial services.

None of the members of the Dartford and Gravesham NHS Trust board or parties related to them has undertaken any transactions with the charity or received any benefit from the charity in payment or kind.

### **19. Our relationship with the wider community**

Throughout the year the Fundraising and Voluntary Services Team have attended a number of schools, colleges and universities in the promotion of the Charity and volunteering opportunities at the Trust. We remain well supported as Charity of the Year by local Golf Clubs, Lions Clubs, Rotary and Freemasons, and local business.

We strive to attract and engage with a diverse range of charity supporters and volunteers to reflect the community we serve. We want to ensure their voices are heard, and to encourage colleagues to take part in its fundraising activities, and actively apply for grants to benefit their areas, their teams and patients they serve.

We continue to be in awe of the generosity we receive from our local community, patients and their families. With the support from individuals, groups, companies and our dedicated NHS staff we will continue to enhance patient care through these difficult economic times.

### **20. Volunteers**

We are delighted that our team of compassionate volunteers has continued to grow over the last year, taking our number of active volunteers to 180 supporting our patients and staff.

We have added a few new volunteering roles, including a Patient Voice Partner and a Research Champion. Volunteers are in a unique position to help gather patient feedback and the Patient Voice Partner helps share what they have heard to influence how we deliver our services to improve the experience of our patients in the future. The new Research Champion encourages people from under represented communities to get involved in clinical trials and engage in research studies to ensure that any outcomes are representative and beneficial to the whole community we serve.

Volunteers are motivated to join the hospital for a number of reasons, some looking for a career or are studying in healthcare. Some are looking for a sociable setting, and others want to give something back for the care they or their loved ones have received. We are pleased that a number of our volunteers have secured employment in the Trust or in other Trusts and we have been able to provide valuable practical experience to those in education and training to further their learning.

We encountered a number of offers for volunteering support as part of the Big Help Out promotion around King Charles III Coronation in May 2023 and the NHS 75th birthday celebrations in July. In particular we would like to thank UFA Ladies for supporting our Pine Therapy Chemotherapy Suite gardens for the benefit of our Cancer patient and their families.

Anyone over the age of 17 can apply to volunteer at the hospital via our website [www.dgt.nhs.uk/volunteer](http://www.dgt.nhs.uk/volunteer) and can take on a variety of roles including:

- Meet and Greeters – located at the main entrance or in other departments, these volunteers give patients and visitors directions and escort them through the hospital
- Dementia Buddies – who support patients with Dementia and other cognitive impairments
- Chaplaincy Volunteers – who offer spiritual, religious, pastoral and practical support to patients of all beliefs
- Pets As Therapy (PAT) Volunteers – who provide company to patients on wards/departments with their dogs, and support staff wellbeing.
- Valley Park Radio Volunteers – who present or help behind the scenes to deliver live and pre-recorded radio shows to patients through the hospital radio station

Our volunteers also are great champions for the Charity, often fundraising themselves to support the wider work aims for the Fundraising and Voluntary Services Team they sit under.

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.

**DARTFORD AND GRAVESHAM NHS TRUST CHARITABLE FUND**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDING 31 MARCH 2024**

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## Statement of Trustees' responsibilities in respect of the Trustees' annual report and the financial statements

Under charity law, the trustee is responsible for preparing a Trustees' Annual Report and the financial statements in accordance with applicable law and regulations. The trustee is required to prepare the financial statements in accordance with UK Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*.

The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources for that period.

In preparing these financial statements, generally accepted accounting practice entails that the trustee:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards and the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- state whether the financial statements comply with the trust deed [and rules], subject to any material departures disclosed and explained in the financial statements;
- assess the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and
- use the going concern basis of accounting unless they either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

The trustee is required to act in accordance with the trust deed of the charity, within the framework of trust law. They are responsible for keeping accounting records which are sufficient to show and explain the charity's transactions and disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the trustee to ensure that, where any statements of accounts are prepared by them under section 132(1) of the Charities Act 2011, those statements of accounts comply with the requirements of regulations under that provision. They are responsible for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error, and have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

The trustee is responsible for the maintenance and integrity of the financial and other information included on the charity's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

By Order of the Trustee

Chair



Date 5th December 2024

Trustee



Date 5th December 2024

## **Independent auditor's report to the Trustee of Dartford and Gravesham NHS Trust Charitable Fund**

### **Opinion**

We have audited the financial statements of Dartford and Gravesham NHS Trust Charitable Fund ("the charity") for the year ended 31 March 2024 which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows and related notes, including the accounting policies in note 1.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs 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 UK accounting standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### **Basis for opinion**

We have been appointed as auditor under section 145 of the Charities Act 2011 (or its predecessors) and report in accordance with regulations made under section 154 of that Act.

We conducted our audit in accordance with International Standards on Auditing (UK) ("ISAs (UK)") and applicable law. Our responsibilities are described below. We have fulfilled our ethical responsibilities under, and are independent of the charity in accordance with, UK ethical requirements including the FRC Ethical Standard. We believe that the audit evidence we have obtained is a sufficient and appropriate basis for our opinion.

### **Going concern**

The trustee has prepared the financial statements on the going concern basis as they do not intend to liquidate the charity or to cease its operations, and as they have concluded that the charity's financial position means that this is realistic. They have also concluded that there are no material uncertainties that could have cast significant doubt over its ability to continue as a going concern for at least a year from the date of approval of the financial statements ("the going concern period").

In our evaluation of the trustees' conclusions, we considered the inherent risks to the charity's business model and analysed how those risks might affect the charity's financial resources or ability to continue operations over the going concern period.

Our conclusions based on this work:

- we consider that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate;
- we have not identified, and concur with the trustees' assessment that there is not, a material uncertainty related to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for the going concern period.

However, as we cannot predict all future events or conditions and as subsequent events may result in outcomes that are inconsistent with judgements that were reasonable at the time they were made, the above conclusions are not a guarantee that the charity will continue in operation.

### **Fraud and breaches of laws and regulations – ability to detect**

#### *Identifying and responding to risks of material misstatement due to fraud*

To identify risks of material misstatement due to fraud ("fraud risks") we assessed events or conditions that could indicate an incentive or pressure to commit fraud or provide an opportunity to commit fraud.

Our risk assessment procedures included:

- Enquiring of management as to whether they have knowledge of any actual, suspected or alleged fraud.
- Reading Charitable Fund Committee minutes.
- Using analytical procedures to identify any unusual or unexpected relationships.

We communicated identified fraud risks throughout the audit team and remained alert to any indications of fraud throughout the audit.

As required by auditing standards, we perform procedures to address the risk of management override of controls, in particular the risk that management may be in a position to make inappropriate accounting entries. On this audit we do not believe there is a fraud risk related to revenue recognition because of the low value, high volume homogeneous nature of the Charity's revenue which agrees through to cash receipts in year. We did not identify any additional fraud risks.

We performed procedures including:

- Identifying journal entries to test based on risk criteria and comparing the identified entries to supporting documentation. These included those journals posted to unusual account combinations.

#### *Identifying and responding to risks of material misstatement due to non-compliance with laws and regulations*

We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general sector experience and through discussion with the directors and other management (as required by auditing standards), from inspection of the Charity's regulatory and legal correspondence and discussed with the directors and other management the policies and procedures regarding compliance with laws and regulations.

We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit.

The potential effect of these laws and regulations on the financial statements varies considerably.

Firstly, the Charity is subject to laws and regulations that directly affect the financial statements, including financial reporting legislation (including related charities legislation) and we assessed the extent of compliance with these laws and regulations as part of our procedures on the related financial statement items.

Whilst the Charity is subject to many laws and regulations, we did not identify any where the consequences of non-compliance alone could have a material effect on amounts or disclosures in the financial statements.

#### *Context of the ability of the audit to detect fraud or breaches of law or regulation*

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it.

In addition, as with any audit, there remained a higher risk of non-detection of fraud, as these may

involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. Our audit procedures are designed to detect material misstatement. We are not responsible for preventing non-compliance or fraud and cannot be expected to detect non-compliance with all laws and regulations.

### **Other information**

The trustee is responsible for the other information, which comprises the Annual Report. Our opinion on the financial statements does not cover the other information and, accordingly, we do not express an audit opinion or, except as explicitly stated below, any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether, based on our financial statements audit work, the information therein is materially misstated or inconsistent with the financial statements or our audit knowledge. We are required to report to you if:

- based solely on that work, we have identified material misstatements in the other information; or
- in our opinion, the information given in the Annual Report is inconsistent in any material respect with the financial statements.

We have nothing to report in these respects.

### **Matters on which we are required to report by exception**

Under the Charities Act 2011 we are required to report to you if, in our opinion:

- the charity has not kept sufficient accounting records; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

We have nothing to report in these respects.

### **Trustees' responsibilities**

As explained more fully in the statement set out on page 27, the trustee is responsible for: the preparation of financial statements which give a true and fair view; such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error; assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and using the going concern basis of accounting unless they either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities**

Our 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 our opinion in an auditor's report. Reasonable assurance is a high level of assurance, but does not 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 aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

A fuller description of our responsibilities is provided on the FRC's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities).

## **The purpose of our audit work and to whom we owe our responsibilities**

This report is made solely to the charity's trustee as a body, in accordance with section 145 of the Charities Act 2011 (or its predecessors) and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustee those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustee, as a body, for our audit work, for this report, or for the opinions we have formed.



**Jessica Hargreaves**

**for and on behalf of KPMG LLP, Statutory Auditor**

*Chartered Accountants*

*KPMG LLP*

*is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006*

15 Canada Square,

Canary Wharf,

London,

E14 5GL

12 December 2024

The accounts of the Dartford and Gravesham NHS Trust Charitable Fund.

## FOREWORD

These Charitable Fund accounts have been prepared by the Trustees under the Charities Act 2011.

The NHS Trust is the corporate trustee of the Charitable Fund under paragraph 16c of Schedule 2 of the NHS and Community Care Act 1990

The Dartford and Gravesham NHS Trust Charitable Funds is registered with the Charity Commission and includes funds in respect of Dartford and Gravesham NHS Trust's Hospital.

## MAIN PURPOSE OF THE FUNDS HELD ON TRUST

The main purpose of the Charitable Fund held on trust is to apply income for any charitable purpose relating to the National Health Service wholly or mainly for the services provided by the Dartford and Gravesham NHS Trust.

Chair.....  ..... Date.....5 December 2024

Trustee.....  ..... Date.....5 December 2024



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

	Note	Unrestricted Funds	Restricted Funds	2023-24 Total Funds	2022-23 Total Funds
		£000	£000	£000	£000
<b>Income and endowments from:</b>					
Donations and legacies	3	253	0	253	262
Grants	3	0	0	0	30
Other trading activities	4	16	0	16	18
Bank interest		49	0	49	19
<b>Total incoming resources</b>		<b>318</b>	<b>0</b>	<b>318</b>	<b>329</b>
<b>Expenditure on:</b>					
Raising funds		53	26	79	70
Charitable activities:					
Purchase of new equipment	5	203	0	203	251
Staff education and welfare	5	73	1	74	89
Patient education and welfare	5	28	0	28	37
<b>Total resources expended</b>		<b>357</b>	<b>27</b>	<b>384</b>	<b>447</b>
<b>Net movement in funds</b>		<b>(39)</b>	<b>(27)</b>	<b>(66)</b>	<b>(118)</b>
<b>Reconciliation of Funds</b>					
<b>Total funds brought forward</b>		<b>889</b>	<b>29</b>	<b>918</b>	<b>1,036</b>
<b>Total Funds carried forward</b>		<b>850</b>	<b>2</b>	<b>852</b>	<b>918</b>

The accompanying notes on pages 36 to 40 form part of these financial statements.

There have been no transfers and no gains/losses on investment assets.


One restricted development grant was awarded in March 2023 for £30k with total expended resources up to 31st March 2024 of £28k; all other incoming resources and resources expended are derived from continuing operations and are unrestricted.


**Balance Sheet as at 31 March 2024**

	Note	Unrestricted Funds £000	Restricted Funds £000	2023-24 Total Funds £000	2022-23 Total Funds £000
<b>Current Assets</b>					
Receivables	9	12	0	12	10
Prepayments	9	14	2	16	14
Cash and cash equivalents	9	905	1	906	970
<b>Total Current Assets</b>		<b>931</b>	<b>3</b>	<b>934</b>	<b>994</b>
<b>Current Liabilities</b>					
Payables: Amounts falling due within one year	10.1	81	1	82	76
<b>Net Current Assets</b>		<b>850</b>	<b>2</b>	<b>852</b>	<b>918</b>
<b>Total Assets less Current Liabilities</b>		<b>850</b>	<b>2</b>	<b>852</b>	<b>918</b>
<b>Total Net Assets or Liabilities</b>		<b>850</b>	<b>2</b>	<b>852</b>	<b>918</b>
<b>Funds of the Charity</b>					
Income Funds:					
Funds	11	850	2	852	918
<b>Total Funds</b>		<b>850</b>	<b>2</b>	<b>852</b>	<b>918</b>

The accompanying notes on pages 36 to 40 form part of these financial statements.

The financial statements on pages 32 to 40 were approved by the Trustee on 5 December 2024 and signed by:

Chair.....  ..... Date.....5 December 2024

Trustee.....  ..... Date.....5 December 2024

**Statement of Cashflow for the year ended 31 March 2024**

	<b>2023-24</b>	2022-23
	<b>Total</b>	Total
	<b>Funds</b>	Funds
	<b>£000</b>	£000
<b>Cash Flows from Operating Activities</b>		
Net movement in funds	(66)	(118)
(Increase)/Decrease in Trade and Other Receivables	(4)	0
(Decrease)/Increase in Trade and Other Payables	6	46
<b>Net cash (used in) by Operating Activities</b>	<b>(64)</b>	<b>(72)</b>
<b>Change in cash and cash equivalents in the reporting period</b>	<b>(64)</b>	<b>(72)</b>
<b>NET INCREASE/(DECREASE) IN CASH AND CASH EQUIVALENTS</b>	<b>(64)</b>	<b>(72)</b>
<b>Cash and Cash Equivalents at Beginning of the Period</b>	<b>970</b>	1,042
<b>Cash and Cash Equivalents at year end</b>	<b>906</b>	970

The accompanying notes on pages 36 to 40 form part of these financial statements.

**Notes to the Accounts****1 Principal Accounting Policies****(a) Basis of preparation**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The Trust constitutes a public benefit entity as defined in FRS 102.

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 in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The trustees consider there are no material uncertainties about the Trust's ability to continue as a going concern.

The accounts (financial statements) have been prepared on a going concern basis which the Trustees consider to be appropriate for the following reasons:

- The business model of the charity is such that its charitable activities are limited to those which it has sufficient funds to support from the excess of funding received over the costs of administering the charity.
- The charity therefore has no specific commitments and no committed costs beyond its fixed costs of operation which are detailed in note 5.
- The Trustees have reviewed the cash flow forecasts for a period of 12 months from the date of approval of these financial statements which indicate that the charity will have sufficient funds to meet its liabilities as they fall due for that period.
- Consequently, the Trustees are confident that the charity will have sufficient funds to continue to meet its liabilities as they fall due for at least 12 months from the date of approval of the financial statements.

**(b) Structure of funds**

Unrestricted funds comprise those funds which the Trustee is free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds, where the donor has made known their non binding wishes or where the Trustees, at their discretion, have created a fund for a specific purpose. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.

**(c) Income**

All Income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations, are recognised when the Charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is highly probable that those conditions will be fulfilled in the reporting period. Gifts in kind are valued at estimated fair market value at the time of receipt.

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/ executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognisable stock exchange, recognition is subject to the value of the gift being reliably measureable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Grants are recognised as income where the grant money has been received and the performance-related conditions have been met.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

**(d) Resources expended**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

The charity accounts are prepared in accordance with the accruals concept. All expenses including support cost and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to notes 5 to 8.

**(e) Irrecoverable VAT**

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

**(f) Allocation of support and governance costs**

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and legal fees.

Governance costs and support costs relating to charitable activities have been apportioned based on percentage of total expenditure for each category for the year.

**(g) Expenditure on raising 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 and certain legal fees. Fundraising costs include expenses for fundraising activities and costs from the related party, Dartford and Gravesham NHS Trust, to pay the salary of the Hospital's fundraising lead.

**(h) Expenditure on charitable activities**

Costs of charitable activities comprise all costs incurred in the pursuit of the charitable objects of the charity. These costs comprise direct costs and an apportionment of overhead and support costs as shown in notes 5 to 8.

**(i) Donated services and gifts in kind**

The value of donated services and gifts in kind provided to the charity is recognised in the statement of financial activities at their value to the charity as determined by the trustee, in the period in which they are receivable, and where the benefit is both quantifiable and material.

**2 Related party transactions**

The charity has made revenue payments of £102k and capital payments of £203k to Dartford and Gravesham NHS Trust, which is the Corporate Trustee of the charity, the Directors of the NHS Trust are responsible for managing the Charitable Funds and the names of the directors are listed on page 18 of the Annual Report.

Neither the Corporate Trustee nor any member of the NHS Trust Board has received honoraria, emoluments or expenses in the year and the Corporate Trustee has not purchased trustee indemnity insurance.

At the 31st March 2024 Dartford and Gravesham NHS Trust was a creditor with a balance owed of £69k.

3	Donations and legacies	2024	2023
		Total £000	Total £000
	Donations	252	182
	Legacies	1	80
	Grants	0	30
		<u>253</u>	<u>292</u>

In 2024 two legacy donations were received for £1k and £0.5k. (2023: three legacy donations received for £77.8k, £2k and £0.2k).

4	Other trading activities	2024	2023
		Total £000	Total £000
	Stride4Life	4	6
	Training Course income	2	3
	Xmas Draw	4	3
	Golf Day Income	4	5
	Market Event Income	2	1
		<u>16</u>	<u>18</u>

## 5 Analysis of charitable expenditure

The charity undertook direct charitable activities and made available grant support to Dartford and Gravesham NHS Trust in support of a range of charitable activities.

	Grant funded activity £000	Support costs £000	Total 2024 £000
Purchase of new equipment	179	24	203
Staff Education and Welfare	65	9	74
Patient Education and Welfare	25	3	28
<b>Total</b>	<u>269</u>	<u>36</u>	<u>305</u>

The Support costs have been apportioned by calculating the percentages of total spend over the various expenditure headings.

## 6 Analysis of grants

Grants are made to the Dartford and Gravesham NHS Trust and the Corporate Trustee operates a scheme of delegation, through which all funded activity is managed by fund managers responsible for the day to day disbursements of their funds, in accordance with the directions set out by the trustees in charity standing orders and financial instructions. The total cost of making grants is disclosed in the charitable activities analysis on the face of the Statement of Financial Activities. The grants awarded to the beneficiaries for each category of charitable activity are disclosed in note 5.

**7 Transfers between funds**

In 2024 there was a transfer between Friends Fund (general fund) to a new designated Stroke Fund of £14,845.67.

**8 Audit costs**

The 2024 auditor remuneration of £5.3k (2023: £5k) exclusive of VAT, related solely to the audit with no other additional work being undertaken.

**9 Analysis of current assets**

	<b>2024 Total £000</b>	<b>2023 Total £000</b>
Receivables	12	10
Prepayments	16	14
Cash and cash equivalents	906	970
<b>Total</b>	<b>934</b>	<b>994</b>

Receivables represents donations owed at the year end which the the charity had been notified in writing, of both the amount and the settlement date.

**10 Liabilities****10.1 Analysis of current liabilities**

	<b>2024 Total £000</b>	<b>2023 Total £000</b>
Accruals	6	7
Payables	76	69
<b>Total</b>	<b>82</b>	<b>76</b>

Of the £82k, £69k is payable to the Corporate Trustee (Dartford and Gravesham NHS Trust).



## 11 Analysis of charitable funds

The Trust has analysed material designated fund balances as set out below:

Fund Name	Fund Balance brought forward £	Incoming Resources £	Outgoing Resources £	Fund Balances carried forward £
Breast Care Library Trust Fund	15,421	6,080	(5,801)	15,701
Cancer Fighting Fund	186,531	24,088	(43,741)	166,877
Cardiology Training Fund	16,467	5,000	(2,147)	19,320
Diagnostics Fund	11,407	12	(603)	10,816
Friends Fund	223,913	54,960	(146,288)	132,585
Heartbeat Fund	239,199	6,141	(31,495)	213,845
Intensive Therapy Unit Education & Training Fund	8,470	4,840	(2,450)	10,860
Little Buds Fund	32,683	37,553	(33,366)	36,870
Lollipop Fund	10,877	56,867	(36,480)	31,263
Lottery Fund	13,510	5,145	(769)	17,885
Staff Wellbeing Fund	42,620	18,515	(22,853)	38,282
Stroke Fund	0	22,609	(6,318)	16,291
Urology Research Fund	28,113	8,151	(2,274)	33,990
Valley Fund	19,850	49,397	(8,247)	61,000
Other Funds - all less than £10k	40,265	18,090	(13,984)	44,373
<b>Total designated Funds</b>	<b>889,326</b>	<b>317,448</b>	<b>(356,816)</b>	<b>849,958</b>
Development Grant - RESTRICTED	28,800	0	(26,763)	2,037
<b>Total restricted funds</b>	<b>28,800</b>	<b>0</b>	<b>(26,763)</b>	<b>2,037</b>
<b>TOTAL FUNDS</b>	<b>918,126</b>	<b>317,448</b>	<b>(383,579)</b>	<b>851,995</b>

- **Accident & Emergency unit** - to benefit staff and patient in Accident and Emergency
- **Adult Medicine Fund** - to benefit both staff and patients through staff education, resources and equipment
- **Breast Care Library Trust Fund** - to benefit staff in the Breast Care department
- **Cancer Fighting Fund** - to benefit the diagnosis and treatment of cancer at Darent Valley Hospital (DVH)
- **Cardiology Training Fund** - to benefit both staff and patients through staff education, training and research
- **Development Grant Fund** - to empower the NHS charity sector to be high performing, effective and impactful
- **Diabetes Centre Education Fund** - to benefit staff and patients through purchase of literature and equipment and staff training
- **Diagnostic Fund** - to benefit staff in Pathology department
- **Friends Fund** - money held for wards or any other small appeals
- **Gynaecology Fund** - to benefit staff and patients within Obstetrics and Gynaecology departments
- **Haematology Study Fund** - to benefit both staff and patients through staff development, resources and equipment
- **Heart Beat Fund** - to benefit the Heart Centre.
- **Intensive Therapy Unit Education & Training Fund** - to benefit staff through training and education and to benefit both staff and patients in ITU through the purchase of equipment
- **Little Buds Fund** - for the special care of babies from conception to birth
- **Lollipop Fund** - to benefit the treatment and care of babies and young children
- **Lottery Fund** - to benefit all staff and patients of DVH
- **Maternity Fund** - to benefit all staff and patients from pregnancy to birth
- **Neonatal Fund** - to benefit both staff and patients through staff development, resources and equipment
- **Neurology Trust Fund** - to benefit staff through education and support in Neurology
- **Outpatients** - to benefit outpatients department
- **Pharmacy Fund** - to enable staff members to attend seminars and courses and to provide equipment for the pharmacy department
- **Resuscitation Fund** - to support staff training and the purchase of training equipment
- **Silver Birch Fund** - to benefit all elderly patients who attend Darent Valley Hospital (DVH) and all staff working in that area
- **Sponsor a Brick Fund** - to benefit staff and patients through the purchase of bricks
- **Staff Wellbeing Fund** - to benefit staff wellbeing
- **Stroke Fund** - to benefit staff through training and purchase of equipment
- **Surgery Fund** - to benefit staff through training and purchase of equipment
- **Training & Income for Dieticians Fund** - to benefit staff through training and courses
- **Urology and Nephrology Education Fund** - to benefit staff through training and purchase of equipment
- **Urology Research Fund** - to benefit staff and patients through research and development
- **Valley Hospital Fund** - to benefit all areas where there is no specific fund