



Sussex Community NHS Charity

Trustee Directors' Annual Report 2022-23

Introduction

Sussex Community NHS Foundation Trust ('the Trust'), the Corporate Trustee, presents the Charitable Funds Annual Report together with the independently examined financial statements for the year ended 31st March 2023.

The Trust is the largest NHS community provider in Sussex, it provides medical, nursing and therapeutic care, serving a community of 1.3 million people. The Trust's staff work in care homes, clinics, intermediate care units, people's own homes, GP surgeries, schools and other community venues across Brighton and Hove and East and West Sussex. Working closely with GPs, acute hospitals, local authority social care partners, mental health trusts, charities and voluntary organisations, the Trusts' teams ensure care is coordinated to meet individual needs.

For the year ended 31st March 2023, the Trust's income was £324.0 million, with costs of £325.9 million (based on a control total basis). The Trust reported an adjusted surplus of £47,000. It employed over 5,500 people and had over 200 dedicated volunteers.

As a Foundation Trust, it is accountable to Parliament and is regulated by NHS England. The Council of Governors and members ensure that the Trust is both accountable to and listens to the needs and views of its patients, members and the public. Before becoming a Foundation Trust in 2016 the organisation was known as Sussex Community NHS Trust, which was established in October 2010 through the integration of West Sussex Health and South Downs Health NHS Trust.

The healthcare services provided by the Trust include the following:

- **Community rehabilitation** and support for people with complex health needs, long term conditions and those who need end of life care.
- **Community rapid response** to assess and care for patients with urgent care needs, helping to keep them out of hospital.
- **Intermediate care**, offering short term recovery and rehabilitation, keeping patients out of hospital, or to help them leave hospital when that is in the patient's best interest.
- **Integrated discharge**, working with patients, carers and hospital staff, to help people return home from a hospital stay as soon as possible.
- **Health promotion**, supporting people to improve their health and wellbeing, for example through prevention assessment teams and the Living Well programme.
- **Coordinated and flexible services** for families and children through our health visitors and school nurses, for example breastfeeding support teams and care for children with complex health needs.
- **Health and care** across a number of community settings including people's own homes, hospitals, clinics, health centres, GP surgeries, schools and community venues.

The Trust was inspected by the Care Quality Commission (CQC) in autumn 2017. The quality of the care the Trust provided was rated as Good overall, and Outstanding in some areas, in its report published in January 2018.

The Trust's Board of Directors, acting as agents on behalf of the Corporate Trustee, first became responsible for the charitable funds transferred from the former Brighton Health Authority at the date of establishment in 1992 of the former South Downs Health NHS Trust. In addition, the Board is responsible for the administration of the charitable fund for NHS Sussex Integrated Care Board.

The existing general fund of South Downs Health was, renamed, and the objects clauses of the special purpose funds amended by the Charity Commission in February 2011 to reflect the new name of the Corporate Trustee. The Charity's Annual Report and Financial Statements comply with the requirements of the Charity's governing document and have been prepared in accordance with Part V1 of the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK AND Republic of Ireland (FRS 102) (effective 1 January 2019).

Reference and Administrative Details

The formal Declaration of Trust Deed for the former South Downs Health NHS Trust General Charitable Fund and Other Related Charities was registered with the Charity Commission on the 5th January, 1996. The charity name was subsequently changed, with the Commission's agreement on the 4th February 2011 as a result of the publication of Statutory Instrument 2010 No.2229 made on the 6th September 2010 which changed the name of the Trust to Sussex Community NHS Trust and again in 2016 to reflect its newly conferred Foundation status when it became Sussex Community NHS Foundation Trust. During the course of 2021-22 the Trustee Directors decided to shorten the name of the Charity as a part of a rebranding exercise. The Charity is now known as Sussex Community NHS Charity. The registered number of the Charity is 1051763.

Monies 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 and these funds are held on trust by Sussex Community.

Our Objectives for the Public Benefit

The NHS wide objects of the Charity are stated in the Trust Deed as follows:

"The trustees shall hold the trust fund upon trust to apply the income, and at their discretion, so far as may be permissible, the capital, for any charitable purposes relating to the National Health Service wholly or mainly for the services provided by Sussex Community NHS Foundation Trust".

The Charity carries out these objects by providing the following:

- Grants to Sussex Community to purchase equipment and improve the existing services and facilities for patients and staff.
- Grants for staff training programmes, one-off courses and attendance at conferences.
- Grants to enhance patient and staff welfare
- Welfare grants to patients in the community who have a terminal illness or who have recently been discharged from hospital.

The Trustee Directors confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and grant making policies for the year.

Structure, Governance and Management

Sussex Community NHS Foundation Trust General Charitable Fund and Other Related Charities is an 'NHS group charity' which comprises the following funds:

- a single unrestricted income fund known as the General Charitable Fund
- eight special purpose income funds
- a common investment fund

All of these funds are registered with the Charity Commission as 'subsidiaries'

Monies are paid directly into the Sussex Community NHS Foundation Trust General Charitable Fund in instances where donors have not imposed restrictions or made special requests as to its use. The capital in the fund is therefore available to be spent at the Trustee Directors' discretion in furtherance of any of the Charity's objects. In addition, there are a further 51 designated Funds, where donors and benefactors have made known their non-binding wishes and the Trustee Directors, at their discretion, have created the Funds to ensure that the monies collected for each hospital, specialty or department are used in these areas. These Funds were transferred to the Corporate Trusteeship of Sussex Community during the course of 2011/12 and 2015/16 from Western Sussex Hospitals Charities and East Sussex Healthcare Charities respectively. The General Charitable Fund and the designated Funds are all referred to in the financial statements as 'unrestricted'.

Each of the special purpose income funds has its own declaration of trust and stated objects relating either to a particular Trust site, for example Brighton General Hospital or health specialty such as therapies or rehabilitation. Within each special purpose fund there are groupings of 'special trusts' opened and maintained for administrative convenience and to reflect as closely as possible the wishes expressed by benefactors and donors. These 'special trusts' are referred to in the financial statements as 'restricted' funds. As at the 31st March 2023 there are 15 material restricted funds analysed at Note 11.3 in the financial statements. Expenditure from both the 'designated' and 'restricted' funds is controlled by officers of the Trust, with delegated authority from the Trustee Directors to apply the existing fund capital and any income received in accordance with the various funds 'statements of purpose'.

The Charity has a single permanent endowment fund where the capital is preserved in perpetuity and where the interest received from investment alone may be used for the fund's stated purpose.

The registration of the common investment fund with the Charity Commission on the 17th March 1998 allows the Trustee Directors to combine the monies held in all of the funds into an 'official pool' for investment purposes.

Non-Executive members of the Trust Board are appointed by the Council of Governors while Executive members are appointed by the Trust Board.

Members of the Trust Board are not individual trustees under Charity Law but act as agents in their duties on behalf of the Corporate Trustee.

Acting for the Corporate Trustee, the Trust Board is responsible for the overall management of the Charitable Funds, but authority is delegated by the Trust Board to the Trust's Charitable Funds Committee as appropriate. An investment report which includes a portfolio valuation statement, performance indicators and a transaction schedule is prepared quarterly by the Trustee's investment managers. The accounting records and day to day administration of the Funds are dealt with by the Trust's Finance Department.

Our Policies

• On Investments

The investment portfolio is managed on a discretionary basis but within the agreements mentioned below by Barclays Investment Solutions Limited who act as the Trustee Directors' nominee. All monies received, apart from that required for working capital, are invested to maximise the overall return consistent with the following strategy, restrictions, and level of risk. The Trustee Directors' overall investment objective is to achieve a balanced return from income and capital growth. The income generated from the investment portfolio is treated as fully expendable in line with the aims and objectives of the Charity. The Trustee Directors have agreed with Barclays Investment Solutions Limited as the nominee managers the following:

- To avoid investment in companies which produce tobacco or alcohol related products or who manufacture armaments.
- To invest, following an agreed moderate risk profile and which has limited potential for capital losses, in exchange for higher returns than those offered by savings or bank deposit accounts.
- To value the portfolio and report on the performance of the constituent investments against relevant indices at the end of each quarter.

• On Reserves

It is the Charity's intention to commit income in the year that it is received. It may do this by designation of resources to long term projects or by the allocation of monies to grants. Monies not needed for immediate use are to be 'pooled' and invested in line with the Charity's policy stated above.

In line with its delegation from the Trustee, the Charitable Funds Committee receives information on commitments against various funds every two months and keeps the use of funds under active review to ensure that there is no unnecessary accumulation of reserves. The day-to-day monitoring of funds is the responsibility of the nominated manager of each fund ('the fund manager') who is expected to bring any issues to the immediate attention of the Trustee Directors.

• On Grant Making

In 2022/23 the Charity made grants totalling £335,070 which represented 92% of total direct charitable expenditure. In making grants, the Trustee requires that the activity falls within the objects of the particular fund, the grant request is supported by the fund manager and that monies are available to meet the request. The fund manager may incur any expenditure up to £2,000 each transaction, provided the expenditure falls within the objects of the fund, is a reasonable charge to charitable funds, and is in furtherance of the objects of the charity. If the planned expenditure

is more than £2,000 approval for the expenditure must be obtained from the Chief People Officer, as Executive Lead for the Charity, and for amounts over £10,000 from the Charitable Funds Committee ('the Committee'). Requests for expenditure over £100,000 supported by the recommendation of the Committee, require approval by the Trust's Board.

- **On Financial Control and Risk Management**

There is an annual programme of independent examination. The Trust's own Standing Orders and Standing Financial Instructions which apply to the operation of the Charitable Funds are subject to regular review. In the year the Internal Audit team undertake a programme of work across the Trust to verify the effectiveness of systems of internal financial control and, where applicable, make recommendations for improvement including the administration of the Charitable Funds. The Audit Committee of the Trust's Board will review and oversee this work in order to provide assurance to the Trustee Directors that the controls in place appropriately manage financial risk. The major risks to which the charity is exposed have been identified, considered and systems established to mitigate them. The most significant risk identified is the possible loss which may accrue from a reduction in the value of the investment portfolio and the level of reserves available to mitigate the impact of such a loss. This has been assessed and 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.

Our Future Plans

During 2021/22 the Charity supported members of staff and teams affected by the COVID-19 virus with monies donated by members of the public for this purpose and urgent response grants from NHS Charities Together, which were specifically ring-fenced for NHS staff. The wellbeing of Trust staff has remained a key area of focus for the Charity in 2022/23. Teams have been encouraged to submit applications for charitable funding for wellbeing projects, and multiple grants have been made. The Charity is continuing to receive grant funding from NHS Charities Together and in 2022/23 was awarded £96,800 specifically to develop wellbeing spaces for staff. The Charity is implanting plans to use this funding to enhance staff spaces and facilities. The Charity has been actively seeking to spend its funds for the benefit of patients and staff. Consequently, the grants awarded by the Charity in 2022/23 significantly exceeded the income it raised in year. This is set to continue in 2023/24 and going forward, as the Charity is implementing plans to deliver its charitable activities. Notably, the Trustee Directors have recently approved a grant to develop and deliver a pilot for Community Link Workers within Urgent Community Response teams and Intermediate Care Units (ICUs) in West Sussex. The development of these roles provides an opportunity to uniquely boost the offer within those teams and inpatient services in West Sussex and provide enhanced discharge support to those requiring it from West Sussex Intermediate Care Units. This grant was funded by the Lawrie legacy (which was £708k as at 31/3/23). The Charity recognises that its grant making plans will reduce the level of investments and investment income. The Charity is therefore currently considering its future investment strategy and reserves policy as well as looking at a more diverse range of income streams.

Looking to the future the Charity plans to continue to build on the increased public support and interest resulting from the pandemic. A new fundraising strategy is being developed including a programme of fundraising activity which will ensure that the Charity has the resources to support its ambitions to improve the experience of patients and the working lives of staff.

The Charitable Funds Committee

The Trust Board agreed the terms of reference of a Charitable Funds Committee to provide assurance that the Trust's charitable activities are within the law and regulations set by the Charity Commission and that best practice is followed with regard to the stewardship of all funds held. The Committee is authorised by the Board to monitor all aspects of charitable activity within the Trust and act on its behalf in fulfilling the legal duties and responsibilities of trustees in managing funds. Membership consists of two non-executive directors, one of whom acts as Chair, the Chief People Officer and a second executive director. Other attendees at Committee meetings include up to two governors of the Trust (one of whom is a staff governor), the Charity Manager, the Head of Financial Accounts, and the Trust Secretary. The investment portfolio manager attends the Committee from time to time, and at least once a year.

The duties of the Committee on behalf of the Trust, as corporate trustee, will include the following:

- to manage the Charitable Funds within their respective terms and within law, equity, regulation, good practice and audit recommendation
- to ensure that the policies and procedures are in place for the effective running of the funds
- to encourage and promote the charitable functions of the Trust and approve promotional / fund raising material
- to obtain, as and when required, independent professional advice on the management of the funds and to secure the attendance of external advisors as appropriate
- to approve spending plans and authorise expenditure above the delegated limits of individual fund managers and the Chief People Officer (i.e. above £5,000 per transaction).
- to establish and review investment strategy and monitor the performance of the portfolio
- to review audit recommendations relating to the funds and ensure that they are implemented in a timely manner.

A Review of Our Finances and Achievements for the Year

The financial activities of the Charity for the year ended 31st March 2023 are set out in the attached statements starting at page 11. Overall, the level of charitable funds has reduced by £384,845. The Charity has been actively making grants (the detail of significant grants made is shown on page 7) and there was net of outgoing over incoming resources of £305,651. Additionally, the value of the Charity's investments fell by 5.46% or £93,885, during the course of the year, reflecting the difficult economic environment in 2022.

The overall level of incoming resources to the Funds has increased by £70,988 or 80%, to £159,244 from the previous years' total. The largest element of this was the grant funding from NHS Charities Together of £96,800.

The donations received in the year fell by £22,340 to £10,788 in the year which may be in part a reflection of the cost-of-living crisis as well as the Charity's focus during the year on delivering an effective grant making programme. The three Trust Funds where the highest values of donations were received in the year are as follows:

- The Sussex Community General Purposes Fund - £5,120
- Heathfield District Nurses Fund - £1,170
- Crawley Hospital Piper Ward Stroke Fund - £1,050

In addition, there were three grants received in the financial year:

- NHS Charities Together - £96,800 to improve staff health and wellbeing at work by the provision of spaces to eat lunch or to take a rest break
- Friends of Midhurst Community Hospital - £16,668, the third year of support for the Midhurst Macmillan service
- The ASDA Foundation - £1,500 towards the Voluntary Services 'Going Home Boxes' project

Income from the Charity's investment portfolio and interest-bearing bank account increased by 8.8% to £33,384 for the year reflecting higher dividend returns on offer from investment holdings and increased bank interest receipts resulting from rising interest rates.

No income from other sources was recorded in the year.

In the financial year 2022/23 £464,895 was spent supporting the activities of Sussex Community as well as on the administration costs of the Funds, including an apportionment of support and overhead costs totalling £30,640. The Charity does not directly employ staff but receives a recharge from the Trust in respect of the time spent by their employees on the Charity's fundraising, administrative and accounting tasks. The Charity also meets the costs of other expenditure relating to fundraising activities.

Significant grants, with amounts shown net of apportioned support and overhead costs, have been made in the year as follows:

- The provision of height adjustable desks for office staff on Trust sites (£55,306).
- Funding for a digital reminiscence / rehabilitation therapy programme (£47,400).
- Funding for the Macmillan Nursing home support service in the Midhurst area (£47,228).
- Funding for the delivery of a menopause support programme (£15,000).
- Funding for the purchase of a Drive Deck' motivational device for Chailey (£11,595).
- Funding for the installation of televisions & stands at seven Trust sites (£10,548).
- Funding for community action program sponsorship 'Dare to Dream' (£10,000).
- Funding for the installation of a compressor including enablement works – RES (£9,582).
- Part funding for the annual staff awards and ball in November (£8,078).
- Funding for 4 nursery staff to be taken through Makaton levels 1-4 (£5,820).
- Funding for a specialized wheelchair for the RES at Chailey Clinical Services (£5,228).

The RES is the Rehabilitation Engineering Service at Chailey Clinical Services.

Fees of £14,480 were paid in the year to the Trustee's nominee investment managers Barclays Investment Solutions Limited. The fees which are charged at the end of each quarter in arrears are based upon 0.75% of the portfolio quarter end value.

Governance costs have been increased to £5,000 for the year. A salary recharge of £2,000 has been made by Sussex Community in respect of the time spent by the Trustee Director, who is also an executive director of the Trust, on issues related to risk assessment. In addition, there is a fee charged for the independent examination of the financial statements carried out by Galloways of £3,000. These costs are not now shown separately on the Statement of Financial Activities but are apportioned between fundraising and charitable activities. The salary recharge has been split

equally between the two activities with the independent audit examination fee being apportioned £455 to fundraising and the balance to charitable activities.

Investments

The performance of the investment portfolio is reported to the Charity's management, on a monthly basis, by Barclays Investment Solutions Limited in a consolidated valuation report. In addition, they submit a quarterly investment review for the Charitable Funds Committee.

The value of the investment portfolio has declined by 5.46% during the year but still stands above its pre-pandemic level. There has been a slight recovery since the balance sheet date but continued interest rate rises in an attempt to control inflation and the effect on fuel and food prices of the conflict in Ukraine mean that short term valuation movements are not predictable.

The Charitable Funds Committee has continued to keep its investment strategy under review and has decided not to make any significant changes at this time.

Portfolio Summary Details

The values at the beginning and end of the financial year are as follows:

	Opening Values (£)	Closing Values (£)
Managed investments	1,658,140	1,594,877
Cash held in dealing / income account	62,856	32,233

The reconciliation between the opening and closing values of managed investments is as follows:

	Amount (£)
Market value of managed investments as at 1 st April 2022	1,658,140
Total value of purchases made in the financial year	278,764
	1,936,904
Net loss on sales of investments in the financial year	(12,427)
Revaluation losses adjustment to the portfolio at the year-end	(66,768)
Total amount realised from sales in the financial year	(262,832)
Market value of managed investments as at 31 st March 2023	<u>1,594,877</u>

Report Signed on behalf of the Trustee Directors

Chair:

Date:

Statement of Trustee Directors' Responsibilities

The trustee directors are responsible for:

- keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the trust deed. The trustee directors are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The law applicable to charities in England and Wales requires the trustee directors to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustee directors confirm that they have met the responsibilities set out above and complied with the requirements for preparing the accounts. The financial statements set out on pages 11 to 22 attached have been compiled from and are in accordance with the financial records maintained by the trustee directors. As far as the trustee directors are aware, there is no relevant information of which the charity's independent examiner is unaware. The trustee directors have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant information and to establish that the charity's independent examiner is aware of that information.

By Order of the Trustee Directors'

Chair

Date: 21/12/2023

Trustee Director

Date: 21/12/2023

Independent Examiner's Report to the Trustees of Sussex Community NHS Charity

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2023 which are set out on pages 11 to 22.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination.

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

I confirm that no other material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts 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 attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Colin Young BSc FCA
Galloways Accounting
Atlas Chambers
33 West Street
Brighton
BN1 2RE

Date

Statement of Financial Activities for the year ended 31st March, 2023

	Note	Unrestricted Funds		Restricted Funds		Endowment Funds		Total Funds	Total Funds
		2022-23	2021-22	2022-23	2021-22	2022-23	2021-22	2022-23	2021-22
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Income and Endowments from:									
Donations		11	25	0	8	0	0	11	33
Legacies		0	0	0	0	0	0	0	0
Grants receivable:									
Other grants receivable		18	18	97	6	0	0	115	24
Sub-Total Voluntary Income		29	43	97	14	0	0	126	57
Investments	7.3	33	31	0	0	0	0	33	31
Other Income		0	0	0	0	0	0	0	0
Total incoming resources		62	74	97	14	0	0	159	88
Expenditure on:									
Raising Funds									
Investment Management Costs		14	16	0	0	0	0	14	16
Allocation of Support & Governance Costs		49	46	36	25	0	0	85	71
Expenditure on raising funds		63	62	36	25	0	0	99	87
Charitable activities:									
Patient Welfare and Amenities		135	77	35	5	0	0	170	82
Staff Welfare and Amenities		36	39	38	37	0	0	74	76
Purchase of Medical/Office Equipment		61	1	2	1	0	0	63	2
Building and Refurbishment Works		18	7	4	0	0	0	22	7
Recruitment Sponsorship Programme		11	0	0	0	0	0	11	0
Course Fees and Expenses		1	44	7	14	0	0	8	58
Volunteers Travel and Expenses		5	0	0	0	0	0	5	0
Christmas Carol Service Expenses		4	0	0	0	0	0	4	0
Other Expenses		9	5	0	0	0	0	9	5
Expenditure on charitable activities	3.1	280	173	86	57	0	0	366	230
Total expenditure		343	235	122	82	0	0	465	317
Net income/(expenditure) before other recognised gains and losses		(281)	(161)	(25)	(68)	0	0	(306)	(229)
Other recognised gains and losses:									
Gains/(losses) on the revaluation and disposal of investments		(79)	115	0	0	0	0	(79)	115
Net movement in funds	6	(360)	(46)	(25)	(68)	0	0	(385)	(114)
Reconciliation of Funds									
Total Fund balances brought forward at 1st April		1,127	1,173	505	573	9	9	1,641	1,755
Total Fund balances carried forward at 31st March		767	1,127	480	505	9	9	1,256	1,641

The notes at pages 13 to 22 form part of this account.

The Trustees have reviewed the financial activities of the Charity and can confirm that it will continue in operation during the next financial year.

Balance Sheet as at 31st March, 2023

	Note	Unrestricted Funds		Restricted Funds		Endowment Funds		Total at 31st March 2,023	Total at 31st March 2,022
		2022-23 £'000	2021-22 £'000	2022-23 £'000	2021-22 £'000	2022-23 £'000	2021-22 £'000	£'000	£'000
Fixed Assets									
Investments	7.1	993	1,184	625	528	9	9	1,627	1,721
Total Fixed Assets		993	1,184	625	528	9	9	1,627	1,721
Current Assets									
Debtors	9.1	1	0	2	0	0	0	3	0
Cash at bank and in hand	8.3	79	2	43	1	0	0	122	3
Total Current Assets		80	2	45	1	0	0	125	3
Creditors: Amounts falling due within one year	10.1	304	57	190	24	0	0	494	81
Net Current Assets/(Liabilities)		(224)	(55)	(145)	(23)	0	0	(369)	(78)
Total Assets less Current Liabilities		769	1,129	480	505	9	9	1,258	1,643
Creditors: Amounts falling due after more than one year	10.2	2	2	0	0	0	0	2	2
Total Net Assets		767	1,127	480	505	9	9	1,256	1,641
The Funds of the Charity									
Permanent Endowment Funds	11.5	-	-	-	-	9	9	9	9
Unrestricted Income Funds	11.1	767	1,127	-	-	-	-	767	1,127
Restricted Income Funds	11.3	-	-	480	505	-	-	480	505
Total Charity Funds		767	1,127	480	505	9	9	1,256	1,641

The notes at pages 13 to 22 form part of this account.

Signed:

Name: (Chair of Trustees)

Date: 21/12/2023

Notes to the Account

Accounting Policies 1

1.1 Basis of Preparation

The financial statements have been prepared on a going concern basis under the historical cost convention with the exception of investments which are included at market value.

The accounts (financial statements) have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 2019) applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts & Reports) Regulations 2008 only to the extent required to provide a 'true & 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 the Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Sussex Community NHS Foundation Trust Charitable Funds represents a public benefit entity as defined by FRS102.

The Trustee considers that there are no material uncertainties that exist with the Sussex Community NHS Foundation Trust Charitable Fund's ability to continue as a going concern.

The principle accounting policies applied in the preparation of the financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

1.2 Funds Structure

Unrestricted income 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. Where the restriction requires the gift to be invested to produce an income for charitable purposes but the trustees have the power to spend the capital, it is classed as expendable endowment. Where the capital is held to produce an income but cannot itself be spent, the gift is classed as permanent endowment. The Charity has one permanent endowment fund, the Strand Fund and no expendable endowment. The Strand Fund is managed by the Trustees on a total return basis. This means that the funds are invested to maximise the return on investment without regard to whether that return is in the form of dividends or interest or capital appreciation/reduction resulting from year end portfolio revaluations.

1.3 Incoming Resources Including Donations

a) All incoming resources are included in full in the Statement of Financial Activities as soon as the following three factors can be met:

- i) entitlement - arises when a particular resource is receivable or the charity's right becomes legally enforceable;
- ii) probable - when it is probable (more likely than not) that the resources will be received;
- iii) measurement - when the monetary value of the incoming resources can be measured with sufficient reliability.

The Charitable Funds recognise donations as and when they are received

Notes to the Account (continued)

b) Incoming Resources from Legacies

Legacies are accounted for as incoming resources either upon receipt or where the receipt of the legacy is probable

Receipt is probable when:

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

1.4 Resources Expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to each category of expense shown in the Statement of Financial Activities.

Expenditure is recognised when the following criteria are met:

- i) There is a present legal or constructive obligation resulting from a past event
- ii) It is more likely than not that a transfer of benefits (usually a cash payment) will be required in settlement
- iii) The amount of the obligation can be measured or estimated reliably.

a) Grants payable

Grants payable are payments made to linked, related party or third party NHS bodies and non NHS bodies, in furtherance of the charitable objectives of the funds held on trust primarily for the relief of those who are sick and for the members of staff who care for them. They are accounted for on an accruals basis when the conditions for their payment have been met or where there is a constructive obligation to make a payment.

A constructive obligation arises when:

- i) The Charity communicates its intention to award a grant to a recipient who then has a reasonable expectation that they will receive a grant
- ii) The Charity has made a public announcement about a commitment which is specific enough for the recipient to have a reasonable expectation that they will receive a grant
- iii) There is an established practice which indicates to the recipient that the Charity will honour its commitment.

b) Irrecoverable VAT

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

c) Allocation of overhead and support costs

Overhead and support costs are those costs which do not relate directly to a single activity. These costs have been allocated either as a direct cost or apportioned on an appropriate basis, as shown in notes 4 and 5, between Charitable Activities and Fund Raising. Once allocation and/or apportionment of overhead and support costs has been made between Charitable Activities and Fundraising, the costs attributable to Charitable Activities are apportioned across those activities in proportion to total spend incurred by each one.

Notes to the Account (continued)**1.4 Resources Expended (continued)****d) Costs of generating funds**

The costs of generating funds are those costs attributable to generating income for the Charity, other than those costs incurred in undertaking charitable activities in furtherance of the Charity's objectives. The costs of generating funds represent fundraising costs together with the investment managers fees. Fundraising costs include an apportionment of audit fees and the fee paid to the Trust to cover the salary costs of the Charity's fund raising activities including a governance charge.

e) Charitable activities

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

1.5 Fixed asset investments

The Charity does not hold property or equipment as fixed assets.

Investments are stated at market value as at the balance sheet date. The statement of financial activities includes the net gains and losses arising from the revaluation and disposals throughout the year. Quoted stocks and shares are included in the Balance Sheet at the current market values quoted by the Investment Managers, excluding dividends.

1.6 Debtors

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

1.7 Cash and cash equivalents

Cash at bank and in hand is held to meet the day to day running costs of the Charity as they fall due. The Charity does not currently hold any cash equivalents e.g. short term deposit accounts.

1.8 Creditors

Creditors are amounts owed by the Charity. They are measured at the amount that the Charity expects to have to pay to settle the debt. Amounts which are owed in more than a year are shown as long term creditors.

1.9 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 (purchase date if later). Unrealised gains and losses are calculated as the difference between the market value at the year end and opening market value (or purchase date if later).

1.10 Prior Year Adjustments

There have not been any prior year adjustments made to this years accounts.

1.11 Pooling Scheme

An official pooling scheme is operated for investments relating to the following Funds: **The Sussex Community NHS Foundation Trust (Expendable) Funds**. The Scheme was first registered with the Charity Commission on 17th March, 1998 with the change of name affected by Statutory Instrument 2010 no.2229 dated 6th September, 2010 and the authorisation as a Foundation Trust with effect from 1st April, 2016.

1.12 Accounting Estimates

There are no estimated entries shown in these accounts.

Related Party Transactions 2 The NHS Foundation Trust and the NHS Sussex Integrated Care Board (ICB) are the sole beneficiaries of the charity. The charity has provided funding to the Trust and to the ICB for approved expenditure made on its behalf. This funding amounted to £335,070 (£179,712 in 2021-22) and is included in the total grant making costs of £365,711 (£230,395 in 2021-22) detailed in note 3.1. At the 31st March, 2023 the Charity owed the NHS Foundation Trust and the ICB £487,037 and £nil respectively for items purchased by these NHS bodies which the Charity had previously agreed to finance.

The Charity also paid management and community fundraising salary costs of £104,326 which are further detailed in note 4.

During the year none of the members of the NHS Foundation Trust Board or senior NHS Trust or ICB staff or parties related to them were material beneficiaries of the charity.

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

Details of Resources Expended - Charitable Activities	3	Grant Funded Activity £'000	Support Costs £'000	Total 2022-23 Spend £'000	Total 2021-22 Spend £'000
3.1 Analysis of Charitable Activities Spend:					
Patient Welfare and Amenities		155	15	170	82
Staff Welfare and Amenities		68	6	74	76
Purchase of Medical/Office Equipment		58	5	63	2
Building and Refurbishment Works		20	2	22	7
Recruitment Sponsorship Programme		10	1	11	0
Course Fees and Expenses		7	1	8	58
Volunteers Travel and Expenses		5	0	5	0
Christmas Carol Service Expenses		4	0	4	0
Other Expenses		8	1	9	5
		335	31 **	366	230

** £27k of support costs relate to staffing costs recharged from Sussex Community NHS Foundation Trust (See Note 4)

3.2 Grants made to Institutions	Aggregate amount paid £'s
Name of recipient	
Sussex Community NHS Foundation Trust	335,070
NHS Sussex Integrated Care Board	Nil
Total Value of Grants Made to Institutions	335,070

The Charitable Funds are established solely as a grant making body and therefore the number made during the financial year to the Trust and to the ICB can be approximated by an assessment of the total number of physical grant payments made by the Funds and excluding those made directly to individuals.

The largest single grant made during the financial year (£47,228) was to fund the Macmillan Nursing Home Support Service in the Midhurst area of West Sussex.

The assessed number of grants made to Sussex Community NHS Foundation Trust during the financial year = 272

3.3 Grants Paid to Individuals	Aggregate amount paid £'s
There have not been any cash grants made during the year to individuals	0
Number of grants made in the financial year = Nil	
Total Value of Grant Payments to Individuals	0

Allocation of Support Costs and Overheads	4 Allocation of Governance and Other Support Costs to Fund Raising and Charitable Activities	Allocated to Fund Raising £'s	Allocated to Charitable Activities £'s	2022-23 Total £'s	2021-22 Total £'s	Basis of Apportionment to Charitable Activities
	Management fee recharge	2,350	27,391	29,741	50,674	Pro-rata to Spend
	Community Fund Raising Manager	56,226	0	56,226	44,913	Fund Raising Expenses
	Community Fund Raising Administrator	18,359	0	18,359	15,401	Fund Raising Expenses
	Fundraising sundry purchases	6,785	0	6,785	4,925	Fund Raising Expenses
	Independent Examiners fees	455	2,545	3,000	2,100	Pro-rata to Spend
	Go-Cardless monthly membership fees	529	0	529	171	Fund Raising Expenses
	Bank account monthly charges	0	304	304	307	Pro-rata to Spend
	Just Giving monthly membership fees	0	216	216	216	Fund Raising Expenses
	Smee & Ford legacy report service	0	184	184	206	Pro-rata to Spend
	Charity / Fund Raising strategy support	0	0	0	3,000	Pro-rata to Spend
		84,704	30,640	115,344	121,913	

Basis of Apportionment - See Note 1.4(c)

The Charity does not employ any staff directly but receives a management fee recharge of £29,741 from the Trust in respect of the time spent on administrative and accounting tasks. Of the £29,741 of management fees recharged for the financial year £2,350 has been allocated to Fund Raising Activities. The remaining £27,391 is attributable to Charitable Activities and has been apportioned across these activities in proportion to total spend. Similarly, £455 of the Independent Examiners fee has been allocated to Fund Raising Activities with the balance of £2,545 being allocated to Charitable Activities.

Apportionment of Support Costs and Overheads across Charitable Activities fund Movements	5	Management Fee Recharge & Independent Examiners Fees £'s	Bank Account + Named Legacy Notification Service Charges £'s	Just Giving Monthly Membership Fees £'s	Total Allocated In Year 2022-23 £'s	Total Allocated In Year 2021-22 £'s
Patient Welfare and Amenities		13,933	227	101	14,261	18,457
Staff Welfare and Amenities		5,981	98	43	6,122	16,346
Purchase of Medical/Office Equipment		5,204	85	38	5,326	486
Building and Refurbishment Works		1,790	29	13	1,832	1,567
Recruitment Sponsorship Programme		908	15	7	929	0
Course Fees and Expenses		600	10	4	614	12,848
Volunteers Travel and Expenses		429	7	3	439	0
Christmas Carol Service Expenses		357	6	3	365	0
Other Expenses		735	12	5	752	979
		29,936	488	216	30,640	50,683

Changes in Resources Available for Charity Use	6	Unrestricted Funds £'000	Restricted Funds £'000	Endowment Funds £'000	Total 2022-23 Funds £'000	Total 2021-22 Funds £'000
Movement in funds for the year increase / (reduction)		(360)	(25)	0	(385)	(114)
Increase / (Reduction) in funds available		(360)	(25)	0	(385)	(114)

The Investment Portfolio 7

Analysis of Fixed Asset Investments Held in UK	7.1 Fixed Asset Investments:	2022-23	2021-22
		Total	Total
		£'000	£'000
	Market value at 1st April	1,721	1,621
	Add: Acquisitions at cost	263	308
	Less: Disposals at carrying value	(275)	(297)
	Less: Management fees charged directly	(15)	(15)
	Net gain/(loss) on revaluation	(67)	104
	Market value at 31st March	<u>1,627</u>	<u>1,721</u>
	Historic cost at 31st March	<u>1,475</u>	<u>1,486</u>

Analysis of Market Value of Investments	7.2 Market value at 31st March:	2022-23	2021-22
		Total	Total
		£'000	£'000
	Investments listed on the UK, US & European Stock Exchanges	1,595	1,658
	Cash held as part of the investment portfolio	32	63
		<u>1,627</u>	<u>1,721</u>

Analysis of Gross Income from Investments	7.3 Total gross income	2022-23	2021-22
		Total	Total
		£'000	£'000
	From investments listed on the UK, US & European Stock Exchanges	32	31
	From cash held as part of the investment portfolio	0	0
	Sub-total gross income from fixed asset investments only	<u>32</u>	<u>31</u>
	From cash held in interest bearing bank a/c's	1	0
	Total gross income from investments	<u>33</u>	<u>31</u>

Cashflow 8
Statements

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

	2022-23 Total £'000	2021-22 Total £'000
Net movement in funds for the year (as per the Statement of Financial Activities)	(385)	(114)
Adjustments For:		
(Gains)/losses on the revaluation and disposal of investments	79	(115)
Dividends and interest from investments	(33)	(31)
(Increase)/decrease in debtors	(2)	0
Increase/(decrease) in creditors	413	(252)
Net cash provided by (used in) operating activities (carried down)	72	(512)

8.2 Statement of cash flows

	2022-23 Total £'000	2021-22 Total £'000
Cash flows from operating activities:		
Net cash provided by (used in) operating activities (brought down)	72	(512)
Cash flows from investing activities:		
Dividends and interest from investments	33	31
Proceeds from the sale of investments	263	308
Purchase of investments at cost	(263)	(308)
Management fees charged directly to BISL deposit account	15	15
(Increase)/decrease in debtors relating to dividends & interest	0	0
Net cash provided by (used in) investing activities	48	46
Change in cash and cash equivalents in the financial year	120	(466)
Cash and cash equivalents at the beginning of the financial year	2	469
Cash and cash equivalents at the end of the financial year	122	3

Analysis of 8.3
Cash and
Cash
Equivalents

	2022-23 Total £'000	2021-22 Total £'000
Total of cash held in GBS bank accounts	121	2
Total of cash held in petty cash floats	1	1
Total of cash and cash equivalents	122	3

Analysis of Debtors	9		Total 31st March, 2023 £'000	Total 31st March, 2022 £'000
	9.1	Amounts falling due within one year:		
		Trade debtors	0	0
		Prepayments	0	0
		Accrued income	0	0
		Other debtors	3	0
		Total debtors falling due within one year	<u>3</u>	<u>0</u>
	9.2	Total debtors falling due after more than one year	<u>0</u>	<u>0</u>
		Total debtors	<u>3</u>	<u>0</u>

Analysis of Creditors	10		Total 31st March, 2023 £'000	Total 31st March, 2022 £'000
	10.1	Amounts falling due within one year:		
		Trade creditors	0	0
		Other creditors	487	75
		Accruals	7	6
		Total creditors falling due within one year	<u>494</u>	<u>81</u>
	10.2	Total creditors falling due after more than one year	<u>2</u>	<u>2</u>
		Total creditors	<u>496</u>	<u>83</u>

The 'Other Creditors' figure relates wholly to the amounts owing to the Trust in respect of purchases and cash payments made on behalf of the Charity which have remained un-reimbursed at the year end.

Analysis of Funds 11

Unrestricted Funds	11.1	Financial Activities	Balance 31 March 2022 £'000	Incoming Resources £'000	Resources Expended £'000	Transfers In /(Out) £'000	Gains and (Losses) £'000	Balance 31 March 2023 £'000
		Material funds						
		A Lawrie Legacy	792	0	(82)	(2)	0	708
		B Salvington Lodge	14	0	(3)	0	0	11
		C Bognor Hospital General	13	0	(11)	6	0	8
		D Lewes Hospital X-Ray Dept	9	0	(1)	0	0	8
		E Crawley Hospital Piper Ward	6	1	0	0	0	7
		Others (47 at 31 March 2023)	293	61	(249)	(1)	(79)	25
		Totals	1,127	62	(346)	3	(79)	767

Details of Material Unrestricted Funds	11.2	Name of fund	Description of the nature and purpose of each fund
		A Lawrie Legacy	For staff & patient amenities, equipment etc in the Midhurst area
		B Salvington Lodge	For staff & patient amenities, equipment etc at Salvington Lodge
		C Bognor Hospital General	For staff & patient amenities, equipment etc at Bognor Hospital
		D Lewes Hospital X-Ray Dept	For staff & patient amenities, equipment etc in Lewes X-Ray Dept
		E Crawley Hospital Piper Ward	For staff & patient amenities, equipment etc in Piper Ward

Analysis of Restricted Funds	11.3	Financial Activities	Balance 31 March 2022 £'000	Incoming Resources £'000	Resources Expended £'000	Transfers In /(Out) £'000	Gains and (Losses) £'000	Balance 31 March 2023 £'000
		Material funds						
		A Turner Legacy	199	0	(17)	0	0	182
		B Chailey General & Endstream	196	0	(52)	0	0	144
		C COVID-19 Urgent Response	50	97	(42)	0	0	105
		D NHS Sussex ICB	15	0	0	0	0	15
		E Hove Polyclinic General	15	0	(1)	0	0	14
		Others (10 at 31 March 2023)	30	0	(7)	(3)	0	20
		Totals	505	97	(119)	(3)	0	480

Details of Material Restricted Funds	11.4	Name of fund	Description of the nature and purpose of each fund
		A Turner Legacy	For staff & patient amenities, equipment etc at Chailey Heritage
		B Chailey General & Endstream	For staff & patient amenities, equipment etc at Chailey Heritage
		C COVID-19 Urgent Response	Amenities for staff affected by COVID-19
		D NHS Sussex ICB	For any charitable purpose relating to NHS Sussex ICB
		E Hove Polyclinic General	For staff & patient amenities, equipment etc at Hove Polyclinic
		These Funds are described as Restricted because together they make up the Charities related to the Sussex Community General Charitable Fund. Each of these Charities has been established by Deed of Trust and registered separately with the Charity Commission. The 'objects clause' contained within the Trust Deed restricts their use to the purposes stated above.	

Details of Permanent Endowment Fund	11.5	Name of fund	Balance £'000	Description of the nature and purpose of fund
		Strand Fund	9	Capital invested for the training of District Nursing staff

The capital in this Fund is held in perpetuity with the income earned from investment credited to an unrestricted Fund where it can be used for the purpose stated.

SUSSEX COMMUNITY NHS FOUNDATION TRUST CHARITABLE FUNDS ACCOUNTS - 2022/2023

Connected Organisations

12	Name, nature of connection, description of activities undertaken and details of any qualifications expressed by their auditors	2022-23		2021-22	
		Turnover of Connected Organisation £'s	Net Profit/ (Loss) for the Connected Organisation £'s	Turnover of Connected Organisation £'s	Net Profit/ (Loss) for the Connected Organisation £'s
	The corporate trustee of the charitable funds is Sussex Community, a Community Specialist and Rehabilitation Services NHS Foundation Trust with unqualified accounts.	324,197,000	(2,319,000)	315,134,000	661,000

Full Analysis of Note 3.1 Resources Expended - Charitable Activities

13		2022-23 £'s	2021-22 £'s
	Medical Equipment	2,157	1,319
	Building Works	7,090	0
	Furniture Fittings & Decorating	12,847	5,360
	Office Equipment	55,324	469
	Course Fees & Expenses	7,036	45,492
	Stationery	651	0
	Hospitality	130	0
	Patients Welfare	143,727	62,759
	Workshop Expenditure	9,633	0
	Christmas Festivities	4,535	2,040
	Staff Welfare	63,951	58,907
	Achievement Awards	1,991	0
	Volunteers Expenses	4,729	0
	Staff Uniforms	998	0
	Recruitment Sponsorship Programme	10,000	0
	Christmas Carol Service	3,931	0
	Audio Visual Services for 2022 Staff Awards & Ball	2,670	0
	Customised Gift Cards for 2022 Staff Awards	1,683	0
	E-Gift Vouchers for 2022 Staff Awards	850	0
	Uniform for Volunteer	399	0
	Plumbed in Water Cooler for BGH 'D' Block LGF	360	0
	Undercounter Refrigerator & Microwave Oven for Littlehampton H.C.	0	1,006
	10 Speed Disc Trapeze Black Mat	0	1,498
	Hidden Disabilities Wrist Bands & Roller Banners	0	534
	Other Expenditure	378	328
		335,070	179,712

Post Balance Sheet Events

14 There have been no post balance sheet events to report