



# **Warrington and Halton Teaching Hospitals NHS Foundation Trust Charitable Fund**

## **Trustee's Annual Report & Independently Examined Financial Statements**

**For the Year to 31 March 2021**

**Registered Charity No 1051858**



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## Reference and administrative details

**Address of Charity:**

Lovely Lane  
Warrington  
Cheshire  
WA5 1QG  
Tel: 01925 662835

**Registered Charity no:**

1051858

**Bankers:**

Government Banking Service  
National Westminster Bank PLC  
Premier Place  
Devonshire Square  
LONDON  
EC2M 4XB

**Independent examiner:**

Philip Urmston FCA  
Voisey & Co LLP  
8 Winmarleigh Street  
Warrington  
Cheshire  
WA1 1JW

## Report of the Trustee for the year ended 31 March 2021

### Foreword

Warrington and Halton Teaching Hospitals NHS Foundation Trust (the "Corporate Trustee") presents the Charitable Funds Annual Report together with the independently examined financial statements for the year ended 31 March 2021 of Warrington and Halton Teaching Hospitals NHS Foundation Trust Charitable Fund ("the Charity"). Under Part 8 section 145 of the Charities Act 2011, the Corporate Trustee has exercised the Charity's exemption from audit. External scrutiny through *independent examination* is permitted and deemed appropriate for the Charity as its gross income is below a statutory threshold.

The Charity's Annual Report and Accounts for the year ended 31 March 2021 have been prepared by the Corporate Trustee in accordance with Part 8 of the Charities Act 2011 and 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) effective from 1 January 2019. The Charity's report and accounts include all of the separately established funds for which the Warrington and Halton Teaching Hospitals NHS Foundation Trust is sole beneficiary.



## Structure, governance and management

### Corporate Trustee

The sole corporate trustee of the Charity is the Warrington and Halton Teaching Hospitals NHS Foundation Trust. The Charity was established in accordance with paragraph 16c of Schedule 2 of the NHS and Community Care Act 1990.

The Corporate Trustee is managed by its Board of Directors which consists of executive and non-executive directors. It has responsibility for planning, directing and controlling the activities of the entity, ensuring that the NHS body fulfils its duties in managing the charitable funds.

The members of the Board of Directors of the Corporate Trustee who served during the financial year and up to the date of compilation of this report were as follows.

Name	Title	Notes
Steve McGuirk	Chairman	
Ian Jones	Non-Executive Director	Left 30 <sup>th</sup> September 2021
Dr Cliff Richards	Non-Executive Director	
Terry Atherton	Non-Executive Director	
Anita Wainwright	Non-Executive Director	
Dr Margaret Bamforth	Non-Executive Director	
Michael O'Connor	Non-Executive Director	Commenced 1 <sup>st</sup> November 2021
Professor Simon Constable	Chief Executive	
Dr Alex Crowe	Medical Director	
Andrea McGee	Chief Finance Officer and Deputy Chief Executive	
Chris Evans	Chief Operating Officer	Left 11 September 2020
Daniel Moore	Chief Operating Officer	Commenced 12 September 2020 <sup>(2)</sup>
Kimberley Salmon-Jamieson	Chief Nurse & Deputy Chief Executive	
Pat McLaren	Director of Communications and Engagement <sup>(1)</sup>	
Phillip James	Chief Information Officer <sup>(1)</sup>	Left 14 March 2021
Michelle Cloney	Chief People Officer <sup>(1)</sup>	
Lucy Gardner	Director of Strategy and Partnerships <sup>(1)</sup>	

(1) Non-voting Executive Directors.

(2) Acting Chief Operating Officer from 12 September 2020 to 19 January 2021, Appointed as Chief Operating Officer from 20 January 2021

The Charity is established as an umbrella charity, registered with the Charity Commission (no. 1051858). The umbrella charity covers the existence of a single unrestricted general fund containing 8 (8 in 2019/20) designated funds as at 31 March 2021 and, currently, 11 restricted funds (10 in 2019/20). The Charity was first registered as both Halton General Hospital NHS Trust Charity and Warrington Hospital NHS Trust Charity in April 1996 under the Charities Act 1993, which is now been incorporated into the Charities Act 2011.

In April 2001, supplemental deeds were executed to amalgamate the administration, trustees, objects and powers of the two charities following merger of the two organisations, creating the single body known as North Cheshire Hospitals NHS Trust Charitable Fund. On 1 December 2008, the Trust changed its name to Warrington and Halton Hospitals NHS Foundation Trust, following its transition to Foundation Trust status. The name of the Charity was changed accordingly by way of a supplemental deed and registered with the Charity Commission on 16 March 2010.

Supplemental deeds were further submitted in January 2020 to formally amend the Charity's name to Warrington and Halton Teaching Hospitals NHS Foundation Trust Charitable Fund following the Trust's formal name change in November 2019 to Warrington and Halton Teaching Hospitals NHS Foundation Trust.

### **Charitable Funds Committee**

The Board of Directors (the Board) established a committee on 5 April 2001, known as the Charitable Funds Committee, (the Committee) reporting to the Board, in accordance with standing order 6 for the practice and procedure of the Board of Directors (annex 7 of the Trust's Constitution). The role of the Committee is to oversee the management of the affairs of the Charitable Fund. This is a delegated duty carried out on behalf of the Corporate Trustee. The role is to ensure that the Charity acts within the terms of its declaration of trust and appropriate legislation, and to provide information to the Audit Committee to enable it to provide assurance to the Board that the Charity is properly governed and well managed across its full range of activities.

Aside from any restricted funds held, the Charity holds a single general fund, within which designated funds have been created to acknowledge expressions of wish from donors about the particular department or ward which should ideally benefit from their generosity. The Trustee has an intention to use the income of designated funds in the areas indicated by donors. However, the Committee may choose to apply the funds to general purpose in any area of the Trust's hospitals in accordance with the Health Service Act 1977.

### **Membership of the Committee**

The Committee shall be composed of all independent Non-Executive Directors (excluding the Chairman), one of whom will be appointed as Chair of the Committee and up to (three) voting Executive directors to include the Chief Finance Officer or their nominated deputies and the Chief People Officer.

### **Attendance**

The following individuals, or their nominated Deputy, shall normally be in attendance at the meetings:

- Chief Finance Officer and Deputy Chief Executive or nominated deputy
- Chief Nurse or nominated deputy
- Chief People Officer



- Director of Communications and Engagement
- Head of Fundraising
- Head of Financial Planning
- Deputy Director of Finance and Commercial Development
- Financial Planning Accountant
- Nominated Governor (Public Constituency)
- Any Senior Trust employees with clinical and operational expertise as nominated by the Trust Board at the invitation of the Committee

During the year under review, and up to the date of compilation of this Report, the members of the Charitable Funds Committee were as follows.

Name	Position held	Notes
Cliff Richards	Non-Executive Director (Chair of Charitable Funds Committee)	Commenced 10 June 2019
Ian Jones	Non-Executive Director	
Terry Atherton	Non-Executive Director	
Anita Wainwright	Non-Executive Director	
Margaret Bamforth	Non-Executive Director	
Andrea McGee	Chief Finance Officer and Deputy Chief Executive	From 19 May 2020
Kimberley Salmon-Jamieson	Chief Nurse	From 19 May 2020
Pat McLaren	Director of Communications and Engagement	
Michelle Cloney	Chief People Officer	From June 2021

All expenditure is referred for approval to the Charitable Funds Committee on a quarterly basis.

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.

### **Corporate Trustee's appointments**

The methods of appointment to the key governance roles within the Board of Directors and Council of Governors of the Corporate Trustee are reported in the Corporate Trustee's Annual Report and Accounts 2020/21 and contained within the Corporate Trustee's Constitution. Copies of these documents can be obtained from the Corporate Trustee's website or from its Communications office, located at Warrington Hospital, Lovely Lane, Warrington, Cheshire WA5 1QG.

All appointments to the Charitable Funds Committee are made in accordance with the Charitable Funds Committee's approved Terms of Reference.

Trust staff including executive and non-executive directors, are required to complete the Trust's corporate induction programme, and are encouraged towards continuous professional development through the Trust's on-going performance management arrangements. Directors are able to seek individual professional advice or training at the Trust's expense in the furtherance of their duties.

Governors' knowledge is refreshed through a range of briefing sessions and workshops. The Board of Directors, Charitable Funds Committee and governors all have direct access to advice from the Board Secretary who is responsible for ensuring that the Corporate Trustee's procedures are followed and that applicable regulations are complied with.

### **Administration**

The accounting records and day to day financial administration of the funds are dealt with by the Trust's Finance Department. Fundraising and promotion of the charity is administered by the Trust's Fundraising team, both are located at Warrington Hospital, Lovely Lane, Warrington, Cheshire WA5 1QG.

### **Risk management**

The major risks to which the Charity is exposed have been identified and considered. A risk register has been compiled which is reviewed by the Charitable Funds Committee on a quarterly basis. Income and expenditure are monitored as part of the risk management process, to avoid unforeseen calls on reserves.

The Charities Commission Checklist for Trustees is reviewed twice yearly by the Committee and submitted by the Chair to the Trust Board thereafter.

### **Objectives and strategy**

The objective of the Charity is to provide for any charitable purpose or purposes relating to the National Health Service wholly or mainly for the services provided by Warrington and Halton Teaching Hospitals NHS Foundation Trust.

To support Warrington and Halton Teaching Hospitals to be OUTSTANDING for our patients, our staff and our communities by fundraising to provide:

- State-of-the-art equipment, technology or training
- Funding for WHH-related research
- Improving the hospital environment
- Enhancements to support the care and comfort of our patients, carers and visitors while on our premises
- Support to enable the health and wellbeing of our patients and staff

The Corporate Trustee attempts to balance the purchasing of essential equipment for essential services against expenditure which improves the general environment and facilities of the



hospitals for its patients beyond that which the NHS is obliged to provide as part of patient care. In achieving this balance, the Corporate Trustee always has in mind the wishes of the donors to the Charity.

## **Public interest benefit**

The Corporate Trustee ensures that the *public interest benefit* criteria, as detailed in the Charities Act 2011, are met by critically assessing each funding application from sub-fund holders. Applications for funding can be made by any department within the hospitals, and applications are only restricted by the availability of funds and the quality of the application.

Where possible, funds are used to provide benefit to a wide range of patients, and funds used for staff enablement are allocated to projects that will directly benefit patients. A summary of major purchases made by the Charity during the year under review is contained in the Annual Review of Income and Expenditure Activities (page 9).

## **Reserve policy**

### **Requirement**

In accordance with Charity Commission guidance, the Corporate Trustee acknowledges that there is a requirement to hold reserves. The reserves policy should take into account future commitments from the general unrestricted funds held by the Charity. Assuming that funds have been designated appropriately and will be spent within a reasonable timescale the charity should not rely on the unrestricted designated funds for the absorption of overheads on a continuing basis. Therefore, the level of reserves held in to cover the costs of cessation should the charity cease trading – the value being £73,000 in 2020/21 (£70,000 in 2019/20).

The Charity approves expenditure on a case by case basis taking into account the level of funds available and the Corporate Trustee reserves the right to cancel any past delegation and transfer monies to the general unrestricted funds of the Charity. This may be considered where designated funds have not been spent within a reasonable timescale or where the original purpose of the designation no longer exists. Likewise, the Corporate Trustee may choose to designate funds for a particular purpose.

### **Level of reserves**

As at 31 March 2021 the Corporate Trustee considers that a minimum reserve of £73,000 (£70,000 as at 31 March 2020) in the unrestricted general purpose fund should be permanently maintained.

### **Monitoring**

The Chief Finance Officer and Deputy Chief Executive will report on the progress of the reserves and make recommendations to the Charitable Funds Committee in order to comply

with the policy. The Charitable Funds Committee has authority to vary the minimum level of reserves.

## **Investment policy**

### **Introduction**

Where NHS charitable funds have surplus monies in excess of the minimum reserves plus those required to fund commitments that have not yet been realised, Trustees may elect to invest some or this entire surplus in order to generate additional income to fund future charitable activities.

### **Investment criteria**

The investment policy of the Corporate Trustee is to deposit the entire value of the fund with the Government Banking Service in an interest-bearing account. This decision is based upon the intention in the short term to spend the funds, such that long-term investment would not be appropriate. The policy was updated in 2020/21 and will be reviewed in 2023/24 as per the cycle of business.

### **Interest receivable, interest payable and bank charges**

It is the policy of the Corporate Trustee to apportion interest payable and bank charges across all funds, and to credit all funds with the proceeds of the Charity's investments based on the average balance of the funds held.



## Annual review of income and expenditure

### Income

During 2020/21, the Charity continued to support a wide range of charitable and health-related activities, by purchasing supplementary and complementary equipment or services which may not ordinarily have been provided from NHS sources.

Total income in 2020/21 was £467,191 (£177,229 in 2019/20) per the table below:

	2020/21	2019/20
Legacies	£837	£1,068
Donations and fundraising activities	£466,277	£173,602
Income from investments	£77	£2,559
<b>Total Income</b>	<b>£467,191</b>	<b>£177,229</b>

### \*Analysis of income from donations and fundraising activities.

	2020/21	2019/20
Grant makers	£176,396	£1,000
Corporate donations	£125,813	£82,620
Donations, unsolicited	£63,811	£34,781
Community donations	£54,887	£21,999
Donations in Memory	£36,339	£23,289
WHH Events	£7,327	£9,491
Gaming and trading	£1,704	£422
<b>Total income from fundraising activities</b>	<b>£466,277</b>	<b>£173,602</b>

## Expenditure

The Charity's unrestricted general fund contains a number of designated funds in order to assist the donors in matching their donation with a particular department. All donations are accepted taking into account the donors' intentions and are held in the general fund unless a restriction has been applied; in this case, a separate restricted fund may be created. Legacy income where subject to a legal trust is held as restricted funds.

The Corporate Trustee is committed to ensuring that all funds are directed to the purposes identified in the Terms of Reference as soon as possible. Total expenditure in 2020/21 was £319,120 (£356,351 in 2019/20) per the table below:

	2020/21	2019/20
Expenditure on the furtherance of the Charity Objects (see following table)	£188,758	£187,774
Support costs and overheads	£29,145	£58,790
Staff costs	£71,260	£68,007
Governance costs	£17,166	£20,675
<b>Expenditure on charitable activities</b>	<b>£306,329</b>	<b>£335,246</b>
Costs incurred in fundraising	£12,791	£21,105
<b>Total expenditure</b>	<b>£319,120</b>	<b>£356,351</b>

## Expenditure in 2020/21 (items costing more than £2,000) \*

Sanctuary Hub	£33,000
Art Clinical education training suite	£18,974
Virtual Staff Thank You Awards	£16,689
Specialist Intensive Care Rehab Chairs	£10,596
Wingman Lounge	£8,744
Infant Flow Advanced SIPAP machine	£8,700
Stroke Unit Garden	£8,625
Staff relaxation and recharge area.	£8,320
Emergency Welfare Items	£6,629
Nightingale Frontline leadership support program	£5,000
Designated outside for Intensive Care Unit Patients	£4,425
Radiology Refurbishment	£4,056
Neonatal Equipment	£3,019
Patient Hub Items	£2,395
IPADs	£2,014
<b>Total expenditure on individual items greater than £2,000</b>	<b>£141,186</b>
Other Charitable purchases (under £2,000 per item)	£47,572
<b>Total Charitable expenditure</b>	<b>£188,758</b>

\*Items listed relate to expenditure on the furtherance of the Charity Objects contained within note 6 on page 21.

## Future plans

The Corporate Trustee does not expect significant changes in the objectives of the Charity in the forthcoming year and is committed to utilising funds to ensure that funds expended are directed to patient benefit and volunteer and staff health and wellbeing as soon as is practicable. The Charitable Funds Committee will continue to seek spending plans from holders of both restricted and designated income funds with the intention of disbursing donated funds in a timely and appropriate manner.

At the time of producing this report, the effects of COVID-19 continue to impact our communities, businesses and grant-making foundations. This is likely to be felt for many years and it continues to be difficult predict how this will affect the charitable giving sector.

In year WHH Charity benefited from its membership of 'NHS Charities Together' and successfully applied for a number of grants under the three stage disbursement model – stage 1 support during COVID-19, Stage 2 achieving recovery objectives through working with the third sector and a third stage designed to support recovery of the workforce and health and wellbeing of patients and staff. We will continue to support our patients and their families, our staff and volunteers within the limits of our charitable objects as long as we are able.

At the date of compilation of the financial statements, the following schemes, each involving commitments in excess of £1,000 have been approved.

• ICU Garden	£20,575
• Radiology Refurbishment - Patient Experience	£18,771
• Refurbishment of Children and Adolescent Mental Health Service Counselling room	£10,292
• Birthing couches for The Nest	£2,964

A refreshed charitable funds strategy for the period 2022-25 will be approved in the new financial year designed to maximise charitable giving, minimise costs and mitigate risks to the sustainability of the charity.

## Acknowledgement

The Corporate Trustee would like to extend its sincere thanks on behalf of the patients and staff who have felt the impact of this year's donations and legacies.

The Corporate Trustee would also like to acknowledge the fundraising activities of our donors and our staff, who have been holding events and undertaking a variety of sponsored events to generate awareness and funds for the Charity. Their contributions, imagination and enthusiasm are greatly appreciated.

Information regarding the independently examined accounts can be obtained from the Trust's Finance Department on 01925 662282.

Approved on behalf of the Corporate Trustee.

PAT MCLAREN



Director of Communications and Engagement  
Executive lead for Fundraising.

Date: December 2021



## Statement of Trustee's responsibilities

The law applicable to charities in England and Wales requires the Trustee 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 that give a true and fair view, the Trustee 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation;
- keep proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Charity, and which enables the Trustee to ensure that the financial statements comply with the requirements in the Charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the trust deed; and
- Safeguard the assets of the Charity, therefore taking reasonable steps in the prevention and detection of fraud and other irregularities.

The Corporate Trustee confirms that it has met the responsibilities set out above and complied with the requirements for preparing the accounts. The financial statements set out on pages 14 to 24 attached have been compiled from, and are in accordance with, the financial records maintained by the Corporate Trustee.

Approved by the Corporate Trustee and signed on its behalf by:

STEVE MCGUIRK CBE DL  Chairman

ANDREA MCGEE  Chief Finance Officer and Deputy Chief Executive

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WARRINGTON AND HALTON TEACHING HOSPITALS NHS FOUNDATION TRUST CHARITABLE FUND**

I report on the accounts for the year ended 31<sup>st</sup> March 2021 set out on pages 15 to 26

### **Respective responsibilities of trustees and examiner**

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

It is my responsibility to:

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

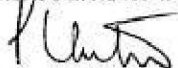
### **Basis of independent examiner's statement**

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

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met: or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Philip Urmston BSc FCA  
Voisey & Co LLP, Chartered Accountants  
8 Winmarleigh Street  
Warrington, Cheshire WA1 1JW

2nd February 2021





## Statement of Financial Activities

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Total Funds
	Note	2020/21 £000	2020/21 £000	2020/21 £000	2020/21 £000	2019/20 £000
<b>Incoming and endowments from:</b>						
Incoming resources from generated funds	2	328	38	-	366	115
Donations and legacies	3	82	19	-	101	59
Other trading activities		-	-	-	-	-
Income from Investments	4	-	-	-	-	3
<b>Total income and endowments</b>		<b>410</b>	<b>57</b>	<b>-</b>	<b>467</b>	<b>177</b>
<b>Expenditure on:</b>						
Raising funds	5	(2)	(11)	-	(13)	(21)
Charitable activities	6	(171)	(135)	-	(306)	(335)
<b>Total expenditure</b>		<b>(173)</b>	<b>(146)</b>	<b>-</b>	<b>(319)</b>	<b>(356)</b>
Net income/(expenditure)		237	(89)		148	(179)
Transfers between funds	16	(39)	39	-	-	-
<b>Net movement in funds</b>		<b>198</b>	<b>(50)</b>	<b>-</b>	<b>148</b>	<b>(179)</b>
<b>Reconciliation of funds</b>						
Total funds brought forward		109	207	-	316	495
<b>Total funds carried forward</b>		<b>307</b>	<b>157</b>	<b>-</b>	<b>464</b>	<b>316</b>

Trustee's Annual Report and Accounts  
Year Ended 31 March 2021

## Balance Sheet as at 31 March 2021

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Total Funds
	Note	2020/21 £000	2020/21 £000	2020/21 £000	2020/21 £000	2019/20 £000
<b>Fixed Assets</b>						
Intangible assets	9	-	-	-	-	3
<b>Total fixed assets</b>		-	-	-	-	3
<b>Current assets</b>						
Cash at Bank and in hand	10	506	196	-	702	355
Debtors	11	7	2	-	9	5
<b>Total current assets</b>		513	198	-	711	360
<b>Current liabilities</b>						
Creditors: amounts falling due within one year	12	(206)	(41)	-	(247)	(47)
<b>Net current assets</b>		307	157	-	464	313
<b>Total assets less current liabilities</b>		307	157	-	464	316
<b>Non current liabilities</b>		-	-	-	-	-
<b>Net assets</b>		307	157	-	464	316
<b>The funds of the Charity</b>						
Total Charity funds	16	307	157	-	464	316
<b>Total funds carried forward</b>		307	157	-	464	316

The notes on pages 17 to 26 form part of these accounts.

Signed:



Chairman.....Date 2 February 2022



Chief Finance Officer and Deputy Chief Executive.....Date 2 February 2022

## Notes to the accounts

### Note 1 Accounting policies

The financial statements have been prepared under the historical cost convention and in accordance with 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 on 16 July 2014 and the Charities Act 2011.

The financial statements are presented in Pounds Sterling, rounded to the nearest thousand.

There is no requirement for the Charity to prepare a cash flow statement since it is exempt due to being a 'smaller' charity (i.e. income less than £500,000).

#### 1.1 Accounting judgements and key sources of estimation uncertainty

In the application of the Charity's accounting policies, management is required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources.

The estimates and associated assumptions are based on historical experience and other factors considered of relevance. Actual results may differ from those estimates, and underlying assumptions are continually reviewed. Revisions to estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of revision and future periods if the revision affects both current and future periods.

The following are the areas of critical judgements that management have made in the process of applying the entity's accounting policies.

##### Going concern

After making enquiries, the Corporate Trustee has a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, it continues to adopt the going concern basis in preparing these financial statements.

There are currently no sources of estimation or uncertainty that are judged to cause a significant risk of material adjustment to the financial statements.

#### 1.2 Funds structure

Restricted funds are to be used in accordance with the specific restrictions imposed by the donor. The Charity held 11 (10 in 2019/20) restricted funds at the end of the year under review.

The Charity did not hold any endowments, expendable or otherwise, during the year under review.

Unrestricted funds comprise those funds which the Corporate Trustee is free to use for any purpose in furtherance of the Charity's charitable objects. The Charity has a single unrestricted general fund containing 8 (8 in 2019/20) designated funds. These unrestricted designated funds are created to honour donors' expressions, or are created by the Trustee, at its discretion, to designate monies for specific future purposes. Any funds held within a designated fund can be merged or transferred within the general fund at any time, at the discretion of the Trustee, in accordance with the Health Service Act 1977.

### **1.3 Incoming resources**

All incoming resources are recognised once the Charity has entitlement to the resources, it is probable that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.

The cost of donations in kind (Gifts in Kind) for charitable activities is deemed to be the fair value of those gifts at the time of their receipt. They are recognised on receipt as income from fundraising activities in the reporting period in which the goods are received.

Donations in kind are recognised as an expense at the carrying amount of the goods upon application to charitable activities.

### **1.4 Incoming resources from legacies**

Legacies are accounted for as incoming resources either upon receipt, or where the receipt of the legacy is probable and the ability to estimate with sufficient accuracy the amount receivable. This would require that confirmation has been received from the representatives of the estate(s) that payment of the legacy will be made, or property transferred, and that all of the conditions attached to the legacy have been fulfilled.

### **1.5 Resources expended**

All expenditure is accounted for on an accruals basis, and has been classified under the headings that aggregate all costs related to that category. All expenditure is recognised once there is a legal or constructive obligation committing the Charity to the expenditure.

The Charity does not make grants to third parties.

Contractual arrangements are recognised as goods or services are supplied.

### **1.6 Costs of raising funds**

These are costs associated with generating incoming resources and are recognised as per the Charity's other expenditure.



## **1.7 Charitable activities**

The costs of charitable activities include all costs incurred in the pursuit of the charitable objects of the Charity. These costs comprise the direct costs of charitable purchases, support costs, overheads and governance costs as shown in Note 6.

Governance costs comprise all costs incurred in the governance of the Charity. These costs include fees pertaining to the provision of governance and financial reports to the Charitable Funds Committee, the creation of this Annual Report and Accounts, the audit or independent examination of the accounts, and any associated support costs.

## **1.8 Intangible fixed asset investments**

Intangible assets are non-monetary assets without physical substance, which are capable of sale separately from the rest of the Charity's business or which arise from contractual or other legal rights. They are recognised only when it is probable that future economic benefits will flow to or service potential be provided to, the Charity and where the cost of the asset can be measured reliably.

Intangible assets are initially recognised at cost, comprising all directly attributable costs needed to create, produce and prepare the asset to the point that it is capable of operating in the manner intended.

Subsequently intangible assets are measured at current value in existing use. Where no active market exists, intangible assets are valued at the lower of depreciated replacement cost and the value in use where the asset is income generating.

Intangible assets are amortised over a useful economic life of 5 years using a straight line on cost method.

## **1.9 Realised gains and losses**

All gains and losses are taken to the Statement of Financial Activities as they arise.

**Trustee's Annual Report and Accounts  
Year Ended 31 March 2021**

**2. Analysis of income from generated funds (Fundraising activities)**

	Unrestricted Funds 2020/21 £000	Restricted Funds 2020/21 £000	<b>Total Funds 2020/21 £000</b>	Total Funds 2019/20 £000
Grant Makers	177	-	<b>177</b>	1
Corporate Donations	104	21	<b>125</b>	83
Community Donations	44	11	<b>55</b>	22
WHH Events	1	6	<b>7</b>	9
Gaming and trading	2	-	<b>2</b>	-
<b>Total</b>	<b>328</b>	<b>38</b>	<b>366</b>	<b>115</b>

**3. Analysis of voluntary income**

	Unrestricted Funds 2020/21 £000	Restricted Funds 2020/21 £000	<b>Total Funds 2020/21 £000</b>	Total Funds 2019/20 £000
Donations in Memory	81	19	<b>100</b>	58
Legacies	1	-	<b>1</b>	1
<b>Total</b>	<b>82</b>	<b>19</b>	<b>101</b>	<b>59</b>

**4. Analysis of investment income**

	Unrestricted Funds 2020/21 £000	Restricted Funds 2020/21 £000	<b>Total Funds 2020/21 £000</b>	Total Funds 2019/20 £000
Bank interest	-	-	-	3
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3</b>

**5. Analysis of expenditure on raising funds (Fundraising activities)**

	Unrestricted Funds 2020/21 £000	Restricted Funds 2020/21 £000	<b>Total Funds 2020/21 £000</b>	Total Funds 2019/20 £000
Expenditure on fundraising events	-	1	<b>1</b>	3
Promotional items and branding	2	10	<b>12</b>	18
Consultancy fees	-	-	-	-
<b>Total</b>	<b>2</b>	<b>11</b>	<b>13</b>	<b>21</b>



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**6. Analysis of charitable activities**

	Unrestricted Funds 2020/21 £000	Restricted Funds 2020/21 £000	<b>Total Funds 2020/21 £000</b>	Total Funds 2019/20 £000
Patient welfare	85	15	<b>100</b>	123
Staff enablement	77	-	<b>77</b>	-
Medical equipment	-	12	<b>12</b>	65
<b>Sub Total</b>	<b>162</b>	<b>27</b>	<b>189</b>	<b>188</b>
Support costs and overheads*	4	25	<b>29</b>	58
Staff costs	4	67	<b>71</b>	68
Governance costs	1	16	<b>17</b>	21
<b>Total</b>	<b>171</b>	<b>135</b>	<b>306</b>	<b>335</b>

\*Support costs and overheads comprise of an apportionment from the Trust's administration charge (Note 6.1) of £13,816 (£17,198 in 2019/20) plus other sundry items not categorised elsewhere.

**6.1 Governance costs**

	Unrestricted Funds 2020/21 £000	Restricted Funds 2020/21 £000	<b>Total Funds 2020/21 £000</b>	Total Funds 2019/20 £000
Independent examination	-	1	<b>1</b>	2
Administration Charge	1	13	<b>14</b>	17
Fees and subscriptions	-	2	<b>2</b>	2
<b>Total</b>	<b>1</b>	<b>16</b>	<b>17</b>	<b>21</b>

Independent examination consists of an accrual for the independent examination fee of £1,560 (£1,560 in 2019/20) for the period of this review.

**7. Staff Costs**

	<b>2020/21 £000</b>	2019/20 £000
Salaries and wages	<b>58</b>	54
Social Security costs	<b>5</b>	5
Pension Costs	<b>8</b>	9
<b>Total</b>	<b>71</b>	<b>68</b>

During the period under review no employees received employee benefits (excluding employee pension costs) of more than £60,000.

The Trustee is defined as the Corporate Trustee that does not constitute employment with the charity. Accordingly, no Trustees are paid any remuneration nor receive any other benefits and expenses from employment with the charity.

#### 7.1. Average number of employees in the year (Whole time equivalent)

	2020/21	2019/20
Fundraising	1.0	1.0
Administration	0.5	0.5
<b>Total</b>	<b>1.5</b>	<b>1.5</b>

#### 7.2. Pension Costs

Employees are covered by the provisions of the NHS Pension Scheme. The scheme is an unfunded defined benefit scheme that covers NHS employers, General Practices and other bodies allowed under the direction of the Secretary of State in England and Wales. It is not possible for the Corporate Trustee to identify its share of the underlying scheme liabilities. Therefore, the scheme is accounted for as a defined contribution scheme.

Employer's pension cost contributions are charged to the Statement of Financial Activities as and when they become due.

#### 8. Allocation of administration charge

The costs of administering the Charity have been split between support costs and overheads (Note 6) governance costs (Note 6.1) and staff costs (Note 7).

During the year under review an administration charge was raised to cover the governance, financial and procurement resources of Warrington and Halton Hospitals NHS Foundation Trust. The charge for 2020/21 was £27,631 (£34,396 in 2020/21) the charge is apportioned equally between support costs and overheads and governance costs. The element of the administration charge that is attributed to governance costs pertains to the costs associated with the preparation of Committee papers and the Annual Report and Accounts.

During the year under review the Corporate Trustee considered the charity's policy on the allocation of overheads in conjunction with guidance as issued by the Charities Commission.

As at 31 March 2021 all shared costs for administration and governance costs have been apportioned across all funds using a combination of transactional and average balance techniques.

Overheads will continue to be apportioned on an annual basis. In the event that a restriction does not permit the allocation of overheads the costs will be met by way of a transfer from the unrestricted funds held by the charity.

**9. Analysis of Intangible Fixed Assets**

	<b>2020/21 £000 Software</b>
<b>Cost</b>	
Balance brought forward at 1 April 2020	17
Additions in year	-
Disposals in year	-
Balance carried forward at 31 March 2021	<u>17</u>
<b>Amortisation*</b>	
Balance brought forward at 1 April 2020	14
Charge in year	3
Balance carried forward at 31 March 2021	<u>17</u>
<b>Net Book Value at 31 March 2021</b>	<u>-</u>
<b>Net Book Value at 31 March 2020</b>	<u>3</u>

\*The cost of intangible fixed assets relates to the purchase of the Harlequin fund-raising database and associated finance package. The asset was purchased in 2015/16 and came into use from 1 April 2016.

**10. Analysis of cash at bank and in hand**

	<b>2020/21 £000</b>	<b>2019/20 £000</b>
Bank current account	702	355
<b>Total</b>	<u>702</u>	<u>355</u>

**11. Analysis of debtors**

	<b>2020/21 £000</b>	<b>2019/20 £000</b>
Prepayments and accrued income	4	3
Other debtors	5	2
<b>Total</b>	<u>9</u>	<u>5</u>

During the year under review, and the prior year, other debtors represent amounts to be reclaimed by the Charity in respect of Gift Aid.

**12. Analysis of current liabilities and long-term creditors**

	<b>2020/21 £000</b>	<b>2019/20 £000</b>
Accruals and purchases made on behalf of the Charity	<b>247</b>	47
<b>Total</b>	<b>247</b>	47

**13. Related party transactions**

The Charity is a subsidiary of the Trust and is therefore a related party. Warrington and Halton Teaching Hospitals NHS Foundation Trust is the sole beneficiary of the Charity. The Charity provides funding to the Trust for approved expenditure made on behalf of the Charity. During 2020/21 the Charity made payments to Warrington and Halton Teaching Hospitals NHS Foundation Trust totalling £75,961 (£256,846 in 2019/20).

At 31 March 2021 the Charity owed Warrington and Halton Teaching Hospitals NHS Foundation Trust £245,396 for purchases made by the Trust on behalf of the Charity (£44,283 at 31 March 2020). All monies owing to the Trust as at 31 March 2021 have now been transacted.

All transactions entered into during the year were conducted on an arm's length basis.

During the year, none of the members of the Trust Board or senior Trust staff, or parties related to them, were beneficiaries of the Charity. Neither the Corporate Trustee nor any member of the Trust Board has received honoraria, emoluments or expenses in the year. The Corporate Trustee has not used the funds of the Charity to purchase trustee indemnity insurance.

Board members, and other senior staff, take decisions on both Charity and exchequer matters, but endeavour to keep the interests of each discrete, and do not seek to benefit personally from such decisions. Declarations of personal interest have been made in both capacities and are available to be inspected by the public in the Corporate Information section of the Trust's website.

From 1 April 2013 NHS charitable funds considered to be subsidiaries are to be consolidated within the Trust accounts in accordance with an accounting direction issued by NHS England and NHS Improvement. For 2020/21 the Trust has opted not to consolidate charitable funds with the main Trust Accounts on the basis that they are immaterial. This will continue to be reviewed each year for appropriateness.

**14. Events after the reporting period**

There have been no events since the Balance Sheet date that would indicate that any revision to the financial statements is necessary.

**15. Legacies**

Legacy income is recognised in line with the Charities Statement of Recommended Practice (SORP) in accordance with the Financial Reporting Standard applicable FRS 102) whereby in addition to establishing entitlement, a legacy is only recognised in the accounting period where:-

- There is sufficient evidence that receipt is probable; and



- It is possible to estimate with sufficient accuracy the amount receivable.

## **16. Fund structure and summary of movements**

### **Charitable funds**

The Charity has 12 funds (11 in 2019/20). These are the (unrestricted) General Fund, and 11 Restricted Funds (10 in 2019/20). The restriction has arisen due to the legacy donor's stipulation that the monies be spent within a particular department.

A summary of fund movements is given in the following table:

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Fund	Balance as at 1 April 2020 £	Incoming resources £	Outgoing resources £	Transfers £	Balance as at 31 March 2021 £
Unrestricted Funds	109,098	409,784	-173,300	-39,078	306,504
Breast Screening Unit	17,951	3,686	-11,371	-	10,266
Cancer Patient Support	13,220	36,311	-9,438	-35,000	5,093
Heart Unit	12,252	113	-8,745	-	3,621
Intensive Care	93,641	8,885	-71,257	-	31,269
Ophthalmology	1,372	300	-1,274	-	398
Stroke Unit	6,592	1,307	-13,539	-	-5,639
Neonatal Appeal	28,761	1,133	-21,393	-	8,501
Radiology	16,849	6,272	-8,815	-	14,306
Diabetes	16,324	0	-588	-	15,735
Halton CANTreat	0	0		35,000	35,000
Respiratory	0	0		39,078	39,078
<b>Total Funds</b>	<b>316,060</b>	<b>467,791</b>	<b>-319,720</b>	<b>0</b>	<b>464,131</b>

Fund	Balance as at 1 April 2020 £	Incoming resources £	Outgoing resources £	Transfers £	Balance as at 31 March 2021 £
General Unrestricted	88,842	258,665	-81,438	-39,078	226,990
Birthing Centre appeal	9,152	14,232	-8,694		14,689
Staff and Well Being	0	108,224	-54,259	-	53,965
Children's Unit Appeal	0	28,032	-20,933	-	7,099
Forget me not Fund	595	635	-475	-	756
Heartbeat Halton	2,207	-1	-1,575	-	631
SIC Programme	4,153	-2	-2,964	-	1,187
Halton Hospital Outdoor Spaces	226	0	-161	-	65
Ophthalmology Appeal	3,925	-2	-2,801	-	1,122
<b>Unrestricted Fund Total</b>	<b>109,098</b>	<b>409,784</b>	<b>-173,300</b>	<b>-39,078</b>	<b>306,504</b>