

WHISTON
and
ST HELENS
HOSPITALS'
CHARITY

Whiston and St Helens Hospitals' Charity



Trustee Annual Report 2020/21

Contents

	Page
Trustee Foreword	1
Introduction/Overview	3
Review of Developments and Achievements	4
Acknowledgements	8
Material Transactions	9
Expenditure	10
Financial Review	12
Comparison of Balances	14
Objectives	15
Legal and Administrative Information	18
Board of Directors	20
Organisational Structure of the Charity	21
List of Registered Charities of the trust	22
Delegated Limits for Purchases	23
Explanation of Terms	24
Donated Income Policy	25
Reserves Policy	26
Investment Policy	27
Related Parties	27

Appendix A—Year End Accounts

Trustee Foreword

In its capacity as Trustee of the Charitable Funds the St Helens and Knowsley Teaching Hospitals Trust Board is responsible for:-

- Keeping proper accounting records which disclose with reasonable accuracy, at any time, the financial position of the funds held on trust and enable it to ensure that the accounts comply with requirements in the Charities Act 2011, the FRS102 SORP and applicable Accounting Standards.
- Establishing and monitoring a system of internal control.
- Preparing financial statements on a going concern basis.
- Maintaining proper accounting records, safeguarding assets and taking reasonable steps for the prevention and detection of fraud or other irregularities.

The Trustee is also required under the Charities Act 2011 to prepare accounts for each financial year. These accounts should give a true and fair view of the financial position of the funds held on trust.

In preparing the accounts the Trustee is required to:-

- Apply on a consistent basis relevant accounting policies.
- Make judgements and estimates which are reasonable and prudent.
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts.

- Registered Charity Number 1053125

Introduction/Overview

The Trust's Charitable Funds are subject to the requirements of the Charities Act 2011 and as such are registered with the Charity Commission.

The prime role of the Charity Commission is to seek to preserve the integrity of "charity". Their powers and functions are set out in the 2011 Act and as a consequence the Trust is required to:-

- Register on the Central Register of Charities (which is open to public inspection).
- Keep this information up to date by the completion of an Annual Return.
- Have an independent examination of the Charity's annual accounts.
- Produce an Annual Report.

The Trust's main charity is registered as the "Whiston and St Helens Hospitals' Charity - Registered Number 1053125" created to cover a wide range of charitable purposes relating to the NHS and is supported by fourteen subsidiary charities representing donations made to specific specialties in the Trust.

This registration is known as an "Umbrella" arrangement and as a consequence allows for the production of a single set of Annual Accounts, Report and Return for all charities in compliance with the Charities Act 2011.

Review of Developments and Achievements

The Trust monitors and reviews all policies and procedures and adapts as necessary.

The Trust continues to promote Gift Aid on both hospital sites and provides information for patients and visitors with regard to making donations, gift aid and Just Giving.

The Trust has operated a registered charity for a number of years. The Trust calls this 'charitable funds' but it is in fact a charity in the same way that the Christie, Alder Hey and Great Ormond Street all have hospital charities. At the moment though, not many people think of our hospitals as a charity in this way.

Our Charity supports the full range of routine and specialist services that are provided at both of our hospitals; from Cardiac to Cancer, Special Care Baby and Children's care, to Trauma and world-class care for patients undergoing Burns and Plastic surgery treatment.

Every penny raised for our Charity stays in the St Helens and Knowsley areas, helping us to provide 5 star patient care at both Whiston and St Helens hospitals.

During 2020/21, and despite being in the middle of a pandemic, individuals continued to fundraise and raise money for the Trust's Charitable Funds.

Due to the Covid-19 pandemic, all planned events for the spring/summer of 2020 were unfortunately postponed. This included events such as the biennial abseil and a Celebrity Football Match against Trust staff.

However, during this period the local community have shown overwhelming generosity and support towards our staff and patients, with the Trust inundated with donations of items, everything from food supplies and toiletries to nightwear and clothing.



Claire Simmo

NHS charities have been in the spotlight throughout the pandemic, with high profile fundraising by members of the public and celebrities, and it is hoped that in the coming months this encourages new and existing supporters of Whiston and St Helens Hospitals Charity to join us on future fundraising projects.

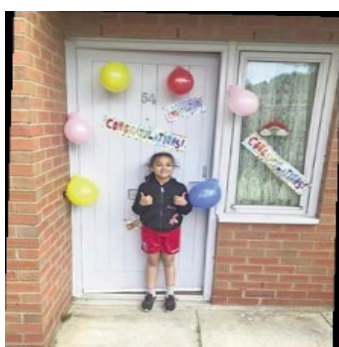
Here are few of our fantastic fundraiser stories...

Review of Developments and Achievements cont'd



Professional darts player, Michael Smith, and his wife Dagmara raised £5000 during lockdown through organising sport memorabilia raffle prizes and challenging fans to online darts matches. The World Darts Championship star played around 14 hours of virtual darts to say thanks to the staff at his local hospitals. Michael and his family used some of the money to donate breakfast and energy bars to the hospitals, and have given the rest to the Trust charity to benefit frontline staff.

Amanda Edwards and Paula Smith set up a Just Giving page to raise money for PPE equipment. They not only bought the equipment, but also donated £1000 for theatres and £1000 to Ward 2D.



7 year old Aneeka walked a huge distance of 15K in less than a week to raise £1522.05. Tackling three 5ks in just three days, Aneeka even managed to reach her target of £1,000 with one walk left to go!

Review of Developments and Achievements cont'd

Colin Port, father of Mike Port, Clinical Coding Specialist, raised £1350 by making NHS vinyl car stickers.

Colin donated £850 to ICU and £500 to the Lilac Centre.



When you've got to have your bingo fix you may as well fundraise at the same time. Sandra Pollard from Croxteth Community Bingo raised £50 by playing Bingo. Hitting the high notes, her husband also took to the streets to fundraise through socially distanced singing.

Thank you so much to Linda Mitchell, from 'Knitting for Good' in Netherton, who donated knitted blankets, coats, hats and mittens to SCBU – we're so grateful to you and your fellow knitters!



(photograph taken before the Covid-19 pandemic)



A pandemic didn't stop Stephen Hislop running a virtual New York Marathon to raise money for the Lilac Centre, where his mum was receiving treatment! He ran 36.2 miles and raised over £1000.

Review of Developments and Achievements cont'd



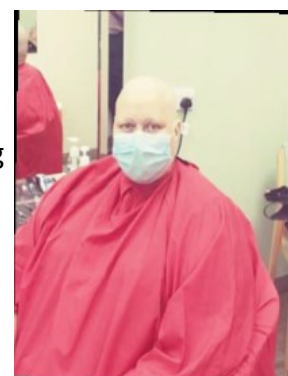
In 2004, twins Ian & Thomas Slater (30) were both sadly diagnosed with different forms of cancer within months of each other, Thomas was diagnosed with a rare bone tumour in his leg, and Ian was treated successfully at Whiston Hospital for Acute Lymphoblastic Leukaemia.

Now 15 years later, the pair are making the most of their 31st birthday celebrations by taking on a (triple) mountain of a challenge. Climbing the highest mountains in Scot-

land, England, and Wales within 24 hours, the brothers hope to raise £5,000 to give back to the hospitals that took care of them.



Whilst undergoing treatment at the Lilac Centre, Carol O'Mara decided to give something back by having her head shaved to raise funds. So far, she has raised over £2300



Joel Lysons is just 6 years old and has taken inspiration from Captain Sir Tom Moore and successfully completed 100 laps of Taylor Park pond to raise money for our hospitals. Joel fell off his scooter when he was only 4 by this very same pond and in his words "hurt his head", so he wanted to give something back to our staff for helping him. Joel has raised over £1,400



Acknowledgements

The Trustee would like to thank all the people who have supported the Trust throughout 2020/2021. The charity has had donations from several sponsored events in the year ranging from sponsored walks, marathons and extreme challenges . We would like to say a big thank you to everyone who took part or sponsored these events and to everyone who sent donations to the Trust. The Trust appreciates the time and effort that goes into organising these events and we are extremely grateful for your support.

We would also like to thank all the companies and organisations who support their staff and give generous donations on matched giving and supply gifts for raffles and competitions.

All donations are very much appreciated by staff and patients and help to further enhance the care and comfort of our patients.

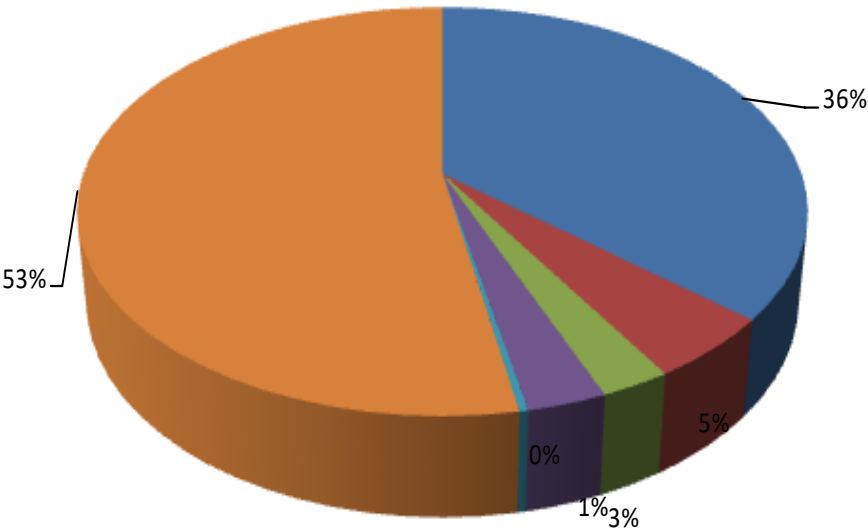
Thank you again to everyone who gave so generously.

Material Transactions

In the year ended 31st March 2021 the Trust received £110k in donations.

The following shows the main sources of income:-

	£000's
Donations	110
Investment/Interest	15
Legacies	9
Activities for generating funds	1
Gift Aid (included in donations and legacies in the Accounts)	8
Grants (included in donations and legacies in the Accounts)	<u>160</u>
	303



- Donations (£110k)

■ Investment/Interest (£15k)

■ Gift Aid (£8k)

■ Legacies (£9k)

■ Activities for Generating Funds (£1k)

■ Grants (£160k)

Expenditure

The total expenditure for 2020/21 was £245k, this included capital grants to the Trust. Capital grants are items bought from the charitable funds that become donated assets in the accounts of St Helens and Knowsley Teaching Hospitals NHS Trust.

Listed below are just a few of the purchases made from charitable funds. All purchases help to enhance the patient experience whether it is as a day patient or an inpatient.

- ◆ **Passive Light Tubes**

Purchased for the Maternity Unit, They stimulate the senses using sound, light, vibration and are perfect for reducing stress, and creating a calm and relaxing environment.

- ◆ **Artec 3D Body & Face Scanner**

Purchased for the Prosthetics Dept, the scanner allows the clinician to create accurate 3D impressions/models of face/body of Burns and other compromised patients.

- ◆ **Portable Bladder Scanner**

The Bladder Scanner was purchased for the Community Frailty Team, to enable them assess, treat and support patients with acute urinary retention in their own home.

- ◆ **Paxman Scalp Cooling Systems**

Two scalp cooling systems were purchased for the Lilac Centre. The scalp coolers are used to prevent/minimise hair loss of patients receiving chemotherapy treatments. The purchase of these systems was made possible due a grant received from The Steve Prescott Foundation.

- ◆ **Croyde Foldaway Bed**

Purchased for the Department of Medicine for Older People, the foldaway bed allows relatives and carers to stay with and support patients with cognitive impairments.

Expenditure cont'd

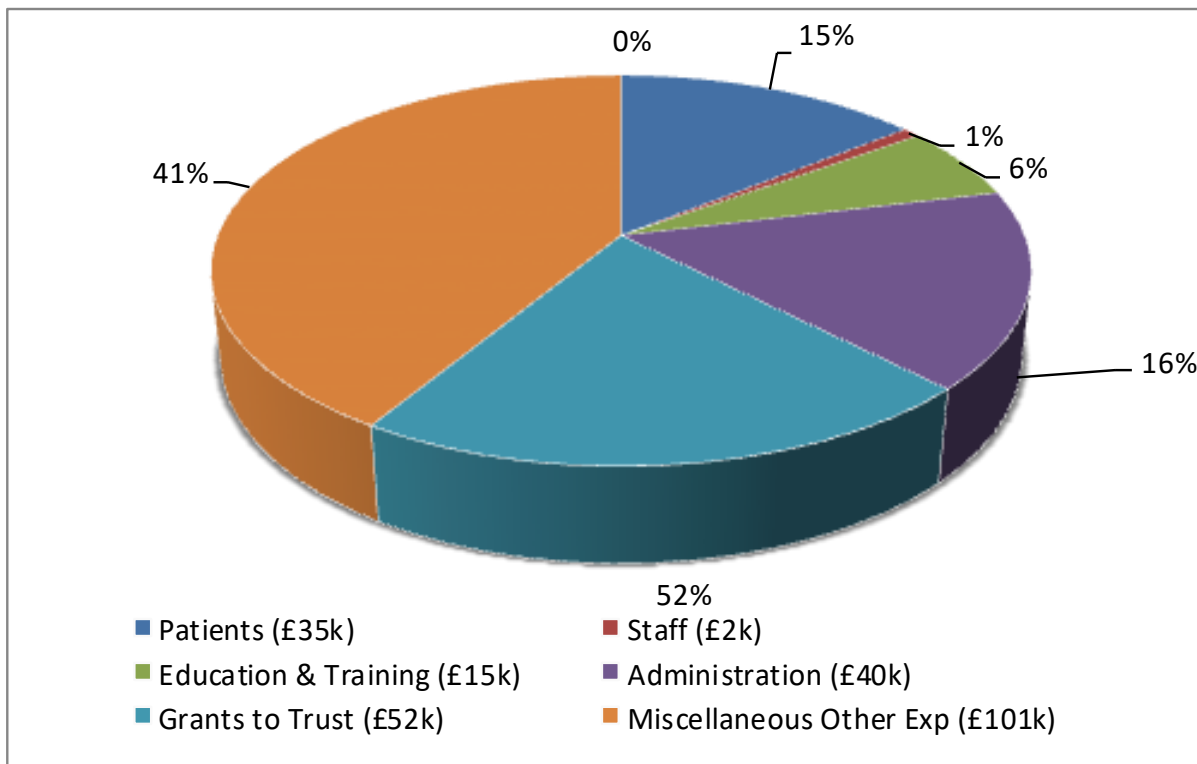
◆ Recliner Chairs & Tables

Purchased for the Lilac Centre, the chairs and tables will improve the comfort and experience for patients receiving anti-cancer treatment.

• iPads

Patients on Seddon Suite spend prolonged periods of time rehabilitating in their rooms. The iPad were purchased to reduce social isolation and promote wellbeing for the patients.

Analysis of Expenditure 2020/2021



Financial Review

The income and expenditure for the Trust's Charitable Funds was as follows:-

	2020/21 £000's	2019/20 £000's
Income		
Donations	110	198
Gift Aid (included in donations and legacies in the Accounts)	8	8
Legacies	9	2
Income from charitable activities	1	20
Investment Income	15	14
Grants Receivable	160	13
	303	255
Expenditure		
Expenditure on charitable activities	153	173
Expenditure on raising funds	0	6
Grants	52	31
Administration - Salary	34	35
Independent Examination	1	1
Other	5	5
	245	251

Investments are held in a specific charitable portfolio with BlackRock Investment Managers. We invest in BLK Charities UK Bond Fund (previously Charinco Common Investment Fund) and BLK Charities UK Equity ESG Fund (previously Charishare Restricted Common Investment Fund).

The objective of the funds is to "achieve long-term capital growth by investment predominantly in UK equities with a restriction on investment in tobacco related securities and defence related securities". Also the fund may not invest in any company listed on any stock exchange which generates more than 10% of its annual turnover from military sales.

Financial Review cont'd

The Trust's policy is that investments should not be made in companies that produce products which could be detrimental to health; all our investments comply with this.

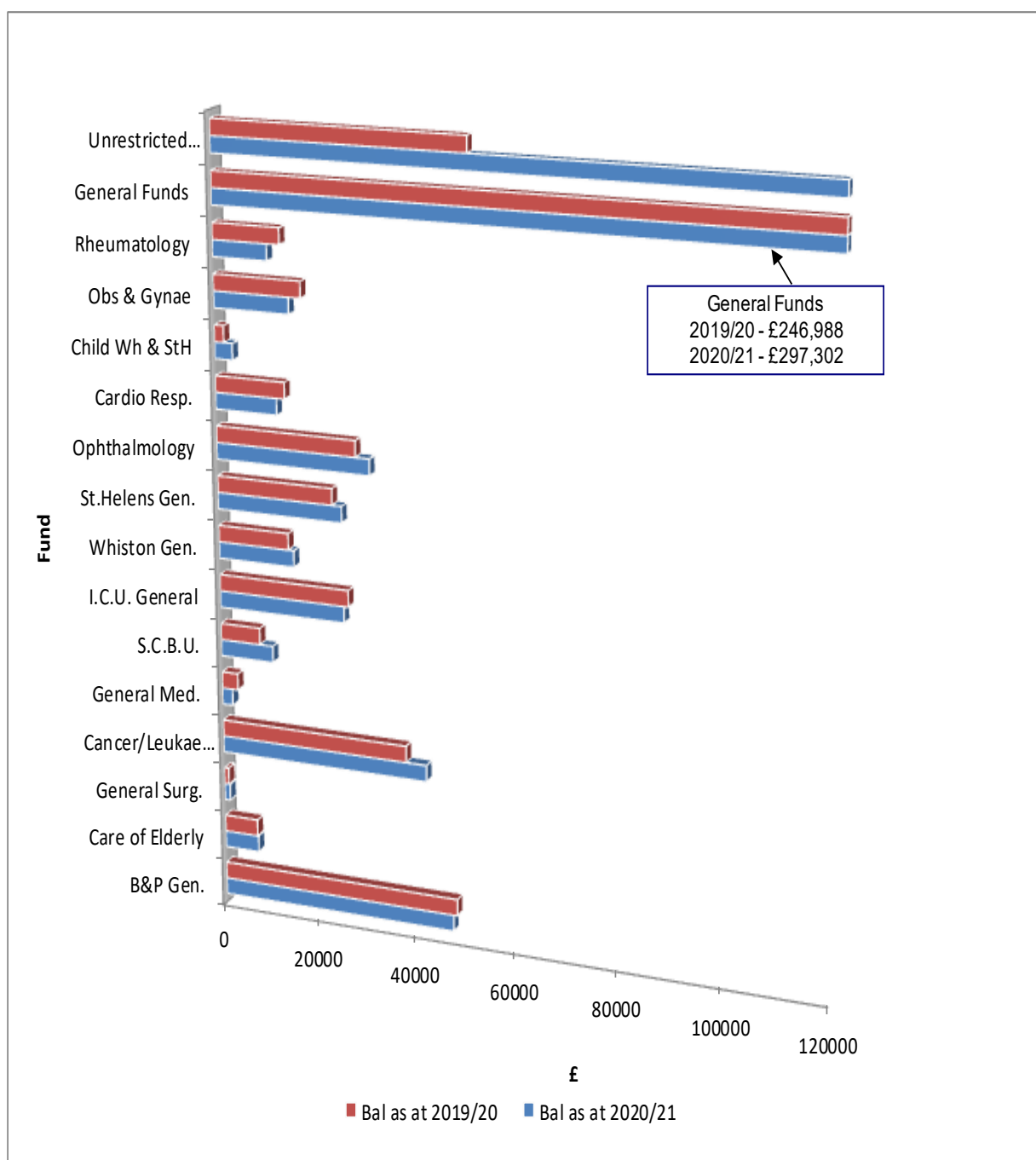
The objective of our investments is to get the best return on our money for the funds benefit. We want realistic interest rates so that the funds benefit on a day to day basis by having the interest/dividends to spend once it has been distributed. BlackRock ensures that this criterion is met and that we have limited exposure to risk. This years valuation is an unrealised gain of £72.5k on the 2019/20 valuation.

The major risk to which the charity is exposed is the fluctuation in investment values. This is a standing item on the agenda of the charitable funds sub-committee and as such is reviewed, discussed and action taken as recommended.

The charity maintains reserves (namely the "Unrestricted funds") to ensure current or anticipated expenses are met from the funds should there be any major adverse fluctuations in income received. The Reserves Policy is to maintain a maximum level equivalent to approximately 12 months expenditure (calculated using 3 year rolling average).

Comparison of Balances

2019/20 and 2020/21



Objectives

The Whiston and St Helens Hospitals' Charity comprises of one main "Unrestricted" Umbrella Charity and fourteen "Restricted" Subsidiary Charities.

The objectives of the Umbrella Charity, being unrestricted, allow the Trustee to spend the funds on any charitable purpose covered by the Trust. The official statement covering this was set out in the Model Declaration of Trust, which was lodged with the Charity Commission as part of the registration process. It states:-

"The Trustees shall hold the trust fund and upon trust to apply this income and, at their discretion, so far as may be permissible, the capital, for any charitable purpose or purposes relating to the National Health Service"

The objects of the fourteen subsidiary charities are restricted and therefore only allow the Trustees to spend in line with the more defined needs and purposes of the funds. Again each fund's objectives were set out in the Model Declaration on registration. An example is given below for the Special Care Baby Unit:-

"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 purpose or purposes wholly or mainly for the benefit of the services provided by the Special Care Baby Unit of the St Helens and Knowsley Hospitals NHS Trust."

The objects of all the Whiston and St Helens Hospitals' Charitable Funds relate to the National Health Service and that the funds will be for the benefit of both patients and staff.

In order to further the objects of these charities the Trustee (i.e. the Board) has delegated responsibility to the charitable funds sub-committee, who in turn have afforded a limited amount of day to day responsibility to designated fund holders.

In establishing the charity objectives, the Trustees have had due regard to the Charity Commission guidance on public benefit.

Objectives cont'd

The fund holders are chosen for their detailed knowledge of the specialised areas covered by the subsidiary charities to ensure the money is spent to achieve the best possible benefit. They operate within defined financial limits above which items must be referred to the Chief Executive, Director of Finance or the charitable funds sub-committee for approval.

The main income to achieve these objectives is usually from donations and fundraising by patients, relatives or staff. Both donations and fundraising income is normally for a specific department or piece of equipment, generally for a ward or department where the fundraiser/donor has had treatment.

The changes we hope to achieve through our charitable activities are to improve the care and service we deliver, by improving facilities and the way in which patients are treated. This is achieved by funding courses for our staff, making them more aware of patients needs, and improving, not just medical equipment, but also patient appliances both in hospital and at home. We hope that this makes life easier for the patients and helps improve their health and speed of recovery.

It is not practical to set specific objectives for the year as we wholly rely on donations to support our charitable funds. The only time we have a specific objective is when there is a particular fundraising appeal to purchase a piece of equipment.

The charity has a community fundraiser dedicated to organising appeals or fundraising events, supporting the public and staff who are fundraising for the Trust, they will also give advice on the legal aspect of fundraising.

Everything the Trust achieves through charitable funds is based on support from patients, relatives, companies and not forgetting our own staff. Expenditure only occurs if there are sufficient funds to cover it.

Objectives cont'd

Grants that the charitable funds make to the hospital are made on an individual basis. Each request is assessed on its own merit. If the request is over £2,000 the Chief Executive or the Director of Finance will authorise; if the item is over £15,000 the charitable funds sub-committee will discuss and authorise if appropriate.

Further advice would be sought from the Charity Commission as and where necessary to help decision making.

Legal and Administrative Information

The name of the charity (as on register):

Whiston and St Helens Hospitals' Charity

The charity registration number:

1053125

An indication of the nature of the governing document and how the charity (or its Trustees) is constituted:

Trust Deed

Trustees incorporated as a body

Date of Governing Document—1st November 1996

The names of all the charity trustees (who have acted at any time during the course of the relevant financial year):

Board Members *see chart page 20*

The St Helens and Knowsley Teaching Hospitals NHS Trust Board is the Trustee of the charitable funds. The composition of the Board is a Chairman, appointed by the Secretary of State and up to five Non-Executive Directors of the Trust.

A charitable funds sub-committee manages the charitable funds on behalf of the Board and has delegated powers to take decisions concerning those funds and to keep the Board advised. The membership of the committee is one Non-Executive Director acting as Chairperson, the Director of Finance (or their nominated Deputy), two other officers of the Trust appointed by the Non-Executive Director/Director of Finance.

The address of the principal or registered office of the charity:

**Whiston Hospital
Warrington Road
Prescot
Merseyside
L35 5DR**

Legal and Administrative Information cont'd

The names and addresses of other relevant organisations, e.g. bankers, independent examiners, investment advisors:

Bankers:

Natwest

Premier Place
2 Devonshire Square
London
EC2M 4BA

Independent Examiners

MHA Moore & Smalley
Richard House, 9 Winckley Sq
Preston
PR1 3HP

Internal Auditors

Mersey Internal Audit Agency
Regatta Place, Summers Road
Liverpool
L3 4BL

Investment Advisors:

BlackRock Investment Managers
12 Throgmorton Avenue
London EC2N 2DL

A description of any assets held by the charity:

Common Investment Fund with BlackRock Investment Managers.

A description of the organisational structure of the charity (see page 21)

Board of Directors

Ms A M Marr
Chief Executive

Mr R Fraser
Chairman

Mrs A M Stretch
Director of Human Resources
& Deputy Chief Executive

Ms S Redfern
Director of Nursing Midwifery
& Governance

Mr N Khashu
Director of Finance &
Information

Mr R Pritchard-Jones
Medical Director, Consultant
Plastic Surgeon

Ms V Davies
Non-Executive Director &
Deputy Chairman

Mr I Clayton
Non-Executive Director

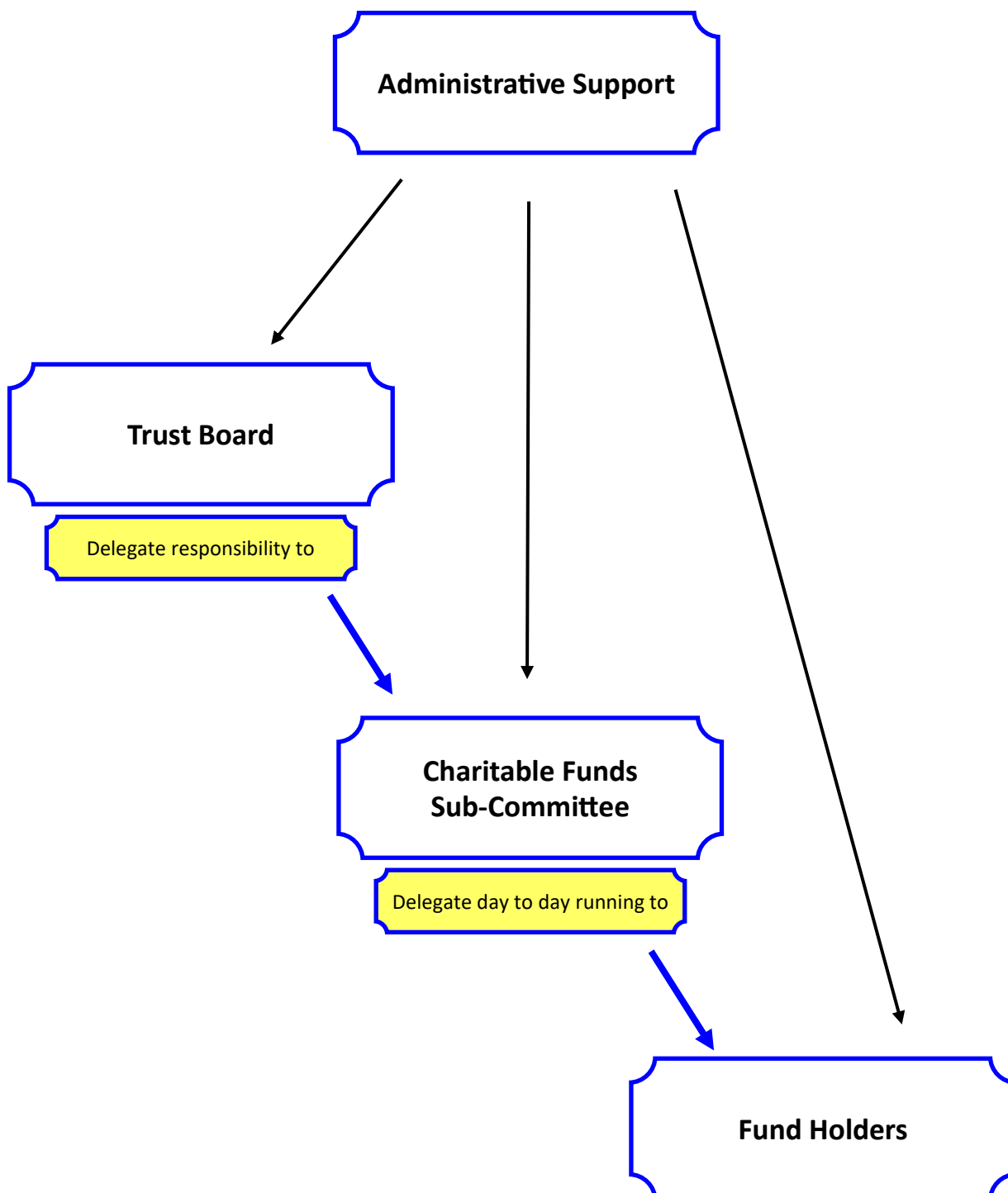
Ms G Brown
Non-Executive Director

Mr P Growney
Non-Executive Director &
Chairman of Charitable Funds

Mr J Kozer
Non-Executive Director

Ms L Knight
Non-Executive Director

Organisational Structure of the Charity



List of Registered Charities of the Trust

Registered Charity
Number

Main (“Umbrella”) Charity of the Trust:-

Whiston and St Helens Hospitals’ Charity	1053125
--	---------

Subsidiary Charities:-

The Burns and Plastics General Fund	1053125-1
The Care of the Elderly General Fund	1053125-2
The General Surgery Fund	1053125-3
The Cancer/Leukaemia Fund	1053125-4
The General Medicine General Purpose Fund	1053125-5
The Special Care Baby Unit General Fund	1053125-6
The Intensive Care Unit General Fund	1053125-8
The Whiston Hospital General Fund	1053125-9
The St Helens Hospital General Fund	1053125-10
The Ophthalmology General Fund	1053125-11
The Cardio-respiratory Research & General Purpose Fund	1053125-13
The Whiston & St Helens Children’s Fund	1053125-14
The Obstetrics & Gynaecology General Fund	1053125-15
The Rheumatology General Purpose Fund	1053125-16

The Charitable Funds are registered with the Charity Commission under a main (“Umbrella”) charity with is “unrestricted”.

There are an additional 14 “registered” Subsidiary Charities, which have been opened to cover specific areas and purposes.

Delegate Limits for Purchases

The delegated limits for purchases from charitable funds are as follows:-

Up to £1,000	Named fund-holder
£1,001 to £2,000	Two named fund-holders
£2,001 to £15,000	Two named fund-holders, application for expenditure over £2k and countersigned by Chief Executive or Director of Finance
Over £15,000	Two named fund-holders, application for expenditure over £2k and approval of the charitable funds sub-committee

One off purchases of over £1,000 require an official sanction form.

All purchases from charitable funds must be purchased in accordance with Standing Financial Instructions and Standing Orders of the Trust. All purchase requests are sent to the Charitable Funds Officer on the 'Expenditure Request Form—Charitable Funds' along with all relevant paperwork and authorisations.

The day to day running of the charitable funds is managed by the fund-holders.

All transactions are recorded by administrative support within the Finance Department.

Administrative support is responsible for day to day enquiries, monthly reports / balances and annual accounts.

The charitable funds sub-committee reports back to the Trust Board as and when required.

Explanation of Terms

Main / Umbrella Charity

This Charity is the only charity registered on the Central Register and has been established to cover a wide range of general purposes. The subsidiary charities are registered under the main charity and also administered by the trustees, they have been created to cover more specific purposes.

Unrestricted Funds

Funds that can be spent on, or for any charitable purpose covered by the Trust.

Central Register

The Register of Charities kept by the Charity Commissioners recording every charity in England and Wales.

Trustee

The body or individuals that are responsible for the general control and management of the administration of the charity.

In a NHS Trust it is the corporate body, i.e. the Trust Board, which is the Trustee.

Donated Income Policy

1. The boundary at which all donations to the charitable funds are identified comprises of Whiston and St Helens General Offices, all wards and nominated departments located around the Trust. At each of these locations officers are authorised to receive, record and receipt charitable fund donations.
2. Each location has been provided with a receipt book and procedure notes. The receipt book comprises of 3 copies to be distributed as follows:
 - White Copy To Donor
 - Yellow Copy To General Office (when donations are paid in)
 - Green Copy Retained in Book
3. Postal donations should, where possible, be directed to the appropriate General Office. However in exceptional circumstances when a postal donation is received at ward or department level it should be opened and receipted by two members of staff.
4. Offers of donations made elsewhere in the Trust should be redirected to the nearest General Office.
5. Donations, collections and legacies will normally only be accepted where they are given to one of the registered charities or if more appropriate to one of the designated funds.
6. Donations received by wards or departments must be receipted immediately and forwarded to the appropriate General Office, preferably on a daily basis but no less than once a week. In between payments into General Office all donations should be held in a secure place. Significant cash donations, however, (say £50 and over) should be receipted and paid into one of the General Offices immediately.
7. Minor fundraising events may take place at ward level e.g. raffles, however any major events must be authorised and approved by the Director of Finance.
8. The use of the Charity's name to support outside fundraising or sponsored events must be authorised by the Director of Finance or their nominee.
9. The Trustee will formally review this policy every five years.

Reserves Policy

1. It is the Trustee's determination to demonstrate prudent stewardship of the Charity and to ensure that the level of reserves is appropriate to the Charity's circumstances.
2. From experience the Trustee would expect to spend at the same level as income is received taking one year with another. However, it is intended to establish and maintain reserves (namely the "Unrestricted funds") to ensure current or anticipated expenses are met from the funds should there be any major adverse fluctuations in income received.
3. Reserves will be identified to a maximum level equivalent to approximately 12 months expenditure (calculated using 3 year rolling average). Should the amount rise beyond this level action will be taken to expend funds in accordance with the charity's objects.
4. Reserves will not be permitted to fall below a level equivalent to six months expenditure. However, in the unlikely event of this happening the Trustee may withhold from distribution such amounts of income gained from investments and credit them to the reserve funds.
5. Unrealised gains on investments will not be included in income to be distributed to funds.
6. The level of reserves will be monitored on a monthly basis to ensure compliance with the above limits.
7. The Trustee will formally review this policy every three years.

Investment Policy

The assets of a charity must be invested in accordance with the Trust Deed. The investment policy is governed by the Trustee Act 2000.

The overall objectives are to create sufficient income and capital growth to enable the charity to carry out its purposes consistently year by year with due and proper consideration for future needs and the maintenance of and, if possible, enhancement of the value of the invested funds while they are retained.

Both capital and income may be used at any time for the furtherance of the charity's aims.

The funds should be invested in a special tobacco restricted portfolio deemed suitable for a charities use and/or other investment type that meets the overall objectives.

Details of the types of investment and their management will be stated in the Financial Review.

Dividends and interest are allocated to the various funds or reinvested at the discretion of the Charitable Funds Sub-committee.

The Trustees will formally review this policy every 3-years.

Related Parties

As stated in the Annual Accounts 2020/21 during the year Whiston and St Helens Hospitals' Charity has made revenue and capital payments to St Helens and Knowsley Teaching Hospitals NHS Trust amounting to £52k, where the Trustees are also members of the Trust Board.

Whiston and St Helens Hospitals' Charity

(Registered Number 1053125)

Annual Accounts 2020/2021

ST HELENS AND KNOWSLEY TEACHING HOSPITALS NHS TRUST

FUNDS HELD ON TRUST ANNUAL ACCOUNTS 2020-21

The accounts of the funds held on trust by the Trust

FOREWORD

The Trustee has been appointed under S11 of the NHS and Community Care Act 1990.

The Whiston and St Helens Hospitals' Charity is registered with the Charity Commission and includes funds in respect of St Helens and Knowsley Teaching Hospitals NHS Trust.

MAIN PURPOSE OF THE FUNDS HELD ON TRUST

The main purpose of the charitable funds held on trust is to apply income for any charitable purpose relating to the National Health Service wholly or mainly for the services provided by the St Helens & Knowsley Teaching Hospitals NHS Trust.

Statement of Trustee responsibilities

In its capacity as Trustee of the Charitable Funds the St Helens and Knowsley Teaching Hospitals Trust Board is responsible for:-

- keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the funds held on trust and to enable them to ensure that the accounts comply with requirements in the Charities Act 2011, the FRS102 SORP and applicable Accounting Standards.
- establishing and monitoring a system of internal control; and
- preparing financial statements on a going concern basis.
- maintaining proper accounting records, safeguarding assets and taking reasonable steps for the prevention and detection of fraud or other irregularities.

The Trustee is required under the Charities Act 2011 to prepare accounts for each financial year. These accounts should give a true and fair view of the financial position of the funds held on trust. In preparing the accounts, the Trustee is required to:

- apply on a consistent basis relevant accounting policies;
- make judgements and estimates which are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts.
- ensure there is no relevant information of which the Charity's independent examiners are unaware.

The 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 3 to 11 attached have been compiled from and are in accordance with the financial records maintained by the Trustee.

By Order of the Trustee
Signed:

Chairman *P.Growney*

Date *21.10.21*

Trustee *N.Khashu*

Date *21.10.21*

Independent Examiner's Report to the Trustees of Whiston and St Helens Hospitals' Charity.

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 3 to 11.

Responsibilities and basis of the report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with 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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no 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.

Nicola Mason

Nicola Mason FCA
MHA Moore and Smalley
Richard House
9 Winckley Square
Preston
PR1 3HP

15/12/2021

Statement of Financial Activities for the year ended 31 March 2021
(Includes the Income and Expenditure Account)

	Note	Unrestricted Funds £	Restricted Funds £	2020-21 Total Funds £	2019-20 Total Funds £
<u>Income and Endowments from</u>					
Donations and legacies	2	187,432	99,765	287,197	220,432
Other trading activities	3	1,146	120	1,266	20,456
Income from Investments	4	3,522	11,473	14,995	14,346
Total Income and Endowments		192,100	111,358	303,458	255,233
<u>Expenditure on</u>					
Raising funds	5	74	395	469	6,010
Charitable Activities	6	133,648	110,814	244,462	244,918
Total Expenditure		133,722	111,209	244,931	250,929
Net Gains/(losses) on investments		17,037	55,503	72,540	(57,732)
Net income/(expenditure)		58,378	150	58,528	4,305
Transfer between Funds		0	0	0	0
Net movement in funds		75,415	55,653	131,067	(53,428)
<u>Reconciliation of Funds</u>					
Fund balances brought forward at 31 March 2020		50,568	491,134	541,702	595,130
Fund balances carried forward at 31 March 2021		125,982	546,787	672,769	541,702

The notes at pages 6 to 11 form part of this account.

Balance Sheet as at 31 March 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total at 31 March 2021 £	Total at 31 March 2020 £
Fixed Assets					
Investments	11	125,982	345,295	471,277	398,737
Total Fixed Assets		<u>125,982</u>	<u>345,295</u>	<u>471,277</u>	<u>398,737</u>
Current Assets					
Debtors	7	0	11,131	11,131	7,401
Cash at bank and in hand	10	0	377,273	377,273	174,866
Total Current Assets		<u>0</u>	<u>388,404</u>	<u>388,404</u>	<u>182,267</u>
Creditors: Amounts falling due within one year	8	0	186,912	186,912	39,303
Net Current Assets/(Liabilities)		<u>0</u>	<u>201,492</u>	<u>201,492</u>	<u>142,965</u>
Total Net Assets		<u>125,982</u>	<u>546,787</u>	<u>672,769</u>	<u>541,702</u>
Funds of the Charity					
Income Funds:					
Restricted	12.1	0	546,787	546,787	491,134
Unrestricted	12.2	125,982	0	125,982	50,568
Total Funds		<u>125,982</u>	<u>546,787</u>	<u>672,769</u>	<u>541,702</u>

The notes at pages 6 to 11 form part of this account.

Signed: *N.Khashu*

Date: 21.10.21

Statement of cash flows as at 31 March 2021

	Note	Total at 31 March 2021 £	Total at 31 March 2020 £
Cash flows from operating activities:			
<i>Net cash provided by (used in) operating activities</i>	9	187,413	(287,061)
Cash flows from investing activities:			
Dividends, interest and rents from investments	9	14,995	14,346
<i>Net cash provided by (used in) investing activities</i>		14,995	14,346
Cash flows from financing activities:			
<i>Net cash provided by (used in) financing activities</i>		0	0
Change in cash and cash equivalents in the reporting period		202,408	(272,715)
Cash and cash equivalents at the beginning of the reporting period		174,866	447,581
Cash and cash equivalents at the end of the reporting period	10	377,274	174,866

Notes to the Accounts

1. Accounting Policies

The financial statements have been prepared in accordance with the Accounting and Reporting by Charities - Statement of Recommended Practice (FRS 102) and with the Charities Act.

The Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason the accounts have been prepared on a going concern basis.

The charity constitutes a public benefit entity as defined by FRS 102.

1.1 Accounting Convention

The financial statements have been prepared on the basis of historic cost (except that investments are shown at market value).

1.2 Income and Endowments

- a) All income and endowments 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) certainty - when there is reasonable certainty that the incoming resource will be received;
 - iii) measurement - when the monetary value of the incoming resources can be measured with sufficient reliability.
- b) Donations and legacies
Donations and legacies include all income received by the charity that is, in substance, a gift made to it on a voluntary basis. A donation or legacy may be for any purpose a gift made to it on a voluntary basis. A donation or legacy may be for any purpose of the charity (unrestricted funds) or for a particular purpose of the charity (restricted income funds or endowment funds)
- c) Other trading activities
Income from other trading activities includes income earned from both trading activities to raise funds for the charity and income from fundraising events. To fall within this analysis heading, the income must be received in exchange for supplying goods and services in order to raise funds for the charity. While selling donated goods is legally considered to be the realisation of a donation in kind, in economic terms it is similar to a trading activity and is therefore included in this analysis heading.
- d) Investments
Investment income is earned from holding assets for investment purposes and includes dividends, interest, and rents from investment property.

1.3 Expenditure

The funds held on trust accounts are prepared in accordance with the accruals concept. All expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party.

a) **Raising funds**

Expenditure on raising funds includes all expenditure incurred to raise funds for charitable purposes. It includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.

b) **Charitable Activities**

Charitable Activities are the payments, made to third parties (including NHS bodies) in the furtherance of the funds held on trust's charitable objectives to relieve those who are sick. They are accounted for on an accruals basis. They include support costs and costs relating to the governance of the charity.

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

1.5 Structure of Funds

Where there is a legal restriction on the purpose to which a fund may be put, the fund is classified in the accounts as a restricted fund. Funds where the capital is held to generate income for charitable purposes and cannot itself be spent are accounted for as endowment funds. Other funds are classified as unrestricted funds. Funds which are not legally restricted but which the Trustees have chosen to earmark for set purposes are designated funds. The major funds held within these categories are disclosed in note 12. Transfers between funds only occur as a result of funds being amalgamated for administration purposes or as a result of endowment funds becoming realisable.

1.6 Investment Fixed Assets

Investment fixed assets (quoted stocks and shares) are shown at market value, ex dividend, and are included in the balance sheet at the end of the accounting period (disclosed in note 11)

1.7 Change in the Basis of Accounting

There has been no change in the basis of accounting during the year.

1.8 Transfer between Funds

There has been no change to the accounts of prior years.

1.9 Financial Instruments

i) **Debtors** - Debtors are amounts owed to the charity and are measured on the basis of their recoverable amount.

ii) **Cash at bank and in hand**- held to meet the day to day running costs of the charity as they fall due.

iii) **Creditors** - Creditors are amounts owed by the charity and 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.

	Unrestricted Funds	Restricted Funds	Total 2020/21 Amount received in aggregate	Total 2019/20 Amount received in aggregate
2. Donations and legacies				
	£	£	£	£
Donations	48,510	69,757	118,267	205,382
Legacies	9,322	0	9,322	2,000
Grants receivable NHS Charities Together	129,600	0	129,600	0
Grant to purchase Paxman Scalp Coolers	0	28,508	28,508	0
TOTY Award Grant	0	1,500	1,500	0
Dans Fund for Burns	0	0	0	13,049
	<u>187,432</u>	<u>99,765</u>	<u>287,197</u>	<u>220,432</u>

Of the income from donations and legacies in the previous year, £23,174 related to unrestricted funds and £197,258 related to restricted funds .

	Unrestricted Funds	Restricted Funds	2020-21 Total	2019-20 Total
3. Other trading activities				
	£	£	£	£
Abseil Event 1819	0	0	0	4,880
Bingo	535	0	535	2,460
BRATY Event	0	0	0	105
Cake Sale	0	0	0	289
Charitea Event	0	0	0	256
Christmas Jumper event	16	0	16	383
Cycle Event	0	0	0	360
Dementia Event	0	0	0	480
Donation Boxes	0	0	0	1,840
Easter Raffle/Tombola	0	27	27	0
Forget Me Not Event (Cancelled)	0	(1,260)	(1,260)	1,260
Lilac Centre Charity Mowtown Event	0	0	0	2,054
Lilac Centre Walk	0	0	0	909
Pink Events	0	1,190	1,190	1,318
Raffles/Tombolas	0	164	164	3,614
Valentine Bingo	595	0	595	0
York Market Trip	0	0	0	248
	<u>1,146</u>	<u>120</u>	<u>1,266</u>	<u>20,456</u>

Of the income from other trading activities in the previous year, £7,284 related to unrestricted funds and £13,171 related to restricted funds .

	Held in UK	2020-21 Total	2019-20 Total
	£	£	£
4. Income from Investments			
*Investments in a Common Deposit Fund or Common Investment Fund	14,932	14,932	11,944
Bank Account Interest	63	63	2,401
	<u>14,995</u>	<u>14,995</u>	<u>14,346</u>

* Net of management costs

Of the income from investments in the previous year, £1,523 related to unrestricted funds and £12,822 related to restricted funds .

	Unrestricted Funds	Restricted Funds	Total 2020/21 Amount expended in aggregate	Total 2019/20 Amount expended in aggregate
5. Expenditure on Raising funds				
	£	£	£	£
Charitea Event	0	0	0	161
HSJ Event	35	0	35	0
Lilac Centre Charity Mowtown Event	0	0	0	958
Lilac Centre Walk	0	0	0	130
Other general items	0	0	0	4,354
Pink Events	0	395	395	0
Raffles/Tombolas	39	0	39	231
Wear it Pink Day	0	0	0	175
	<u>74</u>	<u>395</u>	<u>469</u>	<u>6,010</u>

Of the expenditure on raising funds in the previous year, £30,652 related to unrestricted funds and £214,266 related to restricted funds .

	Unrestricted Funds	Restricted Funds	Total 2020/21 Amount expended in aggregate	Total 2019/20 Amount expended in aggregate
6. Expenditure on Charitable activities				
	£	£	£	£
Patients welfare and amenities	7,802	27,155	34,957	100,196
Staff welfare and amenities	71	1,724	1,795	5,065
Education and Training	0	15,247	15,247	52,562
Grants made to St Helens & Knowsley Hosp.	19,500	32,503	52,003	31,037
Other Expenditure	97,786	3,114	100,900	15,391
Independent examiners fees	254	826	1,080	1,080
Salaries *	7,180	26,804	33,984	35,063
Software support/Bank/Stationery	1,056	3,440	4,495	4,524
	<u>133,648</u>	<u>110,814</u>	<u>244,462</u>	<u>244,918</u>

Of the expenditure on charitable activities in the previous year, £30,652 related to unrestricted funds and £214,266 related to restricted funds .

* The charity does not directly employ staff, they are recharged from the Trust. The recharge is based on 1 full-time and 2 part-time members of staff.

7. Analysis of Debtors	31 March 2021	31 March 2020
Amounts falling due within one year:	£	£
Prepayments	6,350	3,114
Accrued income	4,781	4,287
Total debtors falling due within one year	11,131	7,401
Total debtors	11,131	7,401

8. Analysis of Creditors	31 March 2021	31 March 2020
Amounts falling due within one year:	£	£
Other creditors	181,142	31,901
Accruals	5,771	7,401
Total creditors falling due within one year	186,912	39,303
Total creditors	186,912	39,303

9. Reconciliation of net movement in funds to net cash flows from operating activities	Total at 31 March 2021	Total at 31 March 2020
	£	£
Net movement in funds for the reporting period (as per the SOFA)	131,067	(53,428)
Adjustments for:		
Sale of investments	0	0
Dividends, interest and rents from investments	(14,995)	(14,346)
Loss/(profit) on the sale of fixed assets	0	0
Net (Gains)/losses on investments	(72,539)	57,732
(Increase)/decrease in debtors	(3,730)	11,190
Increase/(decrease) in creditors	147,610	(288,211)
Net cash provided by (used in) operating activities	187,413	(287,061)

10. Analysis of cash and cash equivalents	Total at 31 March 2021	Total at 31 March 2020
	£	£
Cash at bank and in hand	377,273	174,866
Total cash and cash equivalents	377,273	174,866

11. Analysis of Fixed Asset Investments

	2020/21 £	2019/20 £
Market value at 31 March 2020	398,737	456,470
Less: Disposals at carrying value	0	0
Add: Acquisitions at cost	0	0
Net gain/(loss) on revaluation	72,540	(57,732)
Market value at 31 March 2021	471,277	398,737

	Held in UK £	Held outside UK £	2020/21 Total £	2019/20 Total £
Market value at 31 March 2021				
Investments in a Common Deposit Fund or Common Investment Fund	471,277	0	471,277	398,737
	471,277	0	471,277	398,737

12. Analysis of Funds**12.1 Restricted Funds**

	Balance 31 March 2020 £	Incoming Resources £	Resources Expended £	Transfers £	Gains and Losses £	Balance 31 March 2021 £
Burns & Plastics	47,987	4,537	(11,188)	0	5,897	47,233
Cancer/Leukaemia	37,829	3,226	(3,765)	0	4,623	41,912
Cardio Respiratory	14,076	2,714	(5,922)	0	1,580	12,447
Care of the Elderly	6,764	3,184	(3,775)	0	752	6,924
Childrens Fund	1,876	1,996	(655)	0	387	3,604
General Medicine	3,226	2,626	(4,141)	0	368	2,078
General Surgery	854	694	(610)	0	139	1,077
Intensive Care Unit	26,444	3,831	(7,809)	0	3,062	25,528
Obs & Gynae	17,615	478	(4,703)	0	1,829	15,219
Ophthalmology	28,216	1,163	(1,874)	0	3,522	31,027
Rheumatology	13,548	312	(4,377)	0	1,509	10,991
SCBU	8,041	1,927	(189)	0	943	10,722
St Helens Hospital	23,363	599	(1,569)	0	2,898	25,292
Whiston Hospital	14,306	367	(1,019)	0	1,775	15,429
A&E	8,325	872	(817)	0	1,036	9,417
Breast Care	70,590	5,934	(5,425)	0	2,677	73,775
Chaplaincy	449	30	(178)	0	57	357
Dermatology	10,119	341	(2,023)	0	1,168	9,606
Diabetes	2,926	491	(341)	0	390	3,466
Gastrology	4,978	544	(1,259)	0	626	4,890
Haematology/Microbiology	9,332	239	(717)	0	1,158	10,012
Lilac Centre	104,103	70,563	(45,869)	0	14,359	143,156
Medical Education	19,275	494	(1,321)	0	2,391	20,840
Radiography	4,418	123	(477)	0	545	4,609
Theatres/Anaes	6,766	1,449	(622)	0	963	8,557
Urology	5,708	2,626	(566)	0	850	8,617
Total	491,134	111,358	(111,209)	0	55,503	546,787

Details of restricted funds

Name of fund
SCBU

Description of the nature and purpose of each fund
Benefit of the services provided by the Special Care Baby Unit

All Restricted Funds are for the benefit of the services provided by the department named in the fund as the example above.

12.2 Unrestricted Funds

	Balance 31 March 2020 £	Incoming Resources £	Resources Expended £	Transfers £	Gains and Losses £	Balance 31 March 2021 £000
Unrestricted	50,568	192,100	(133,722)		17,037	125,982
Total	50,568	192,100	(133,722)	0	17,037	125,982

13. Trustee and connected persons transactions

	<u>2020/21</u>	<u>2019/20</u>
Total number of trustees	12	12
Trustee expenses reimbursed		
Not applicable		
Trustee remuneration		
Not applicable		
Details of transactions with trustees or connected persons		
Not applicable		
Trustee Indemnity Insurance		
Not applicable		

14. Related party transactions

During the year none of the Trustees or members of the key management staff or parties related to them has undertaken any material transactions with the Whiston and St Helens Hospitals' Charity.

The charitable fund has made revenue and capital payments to the St Helens & Knowsley Teaching Hospitals NHS Trust where the Trustees (whose names are listed below) are also members of the Trust Board.

List of Trustees as at 31st March 2021:

Ms A M Marr
Mrs A M Stretch
Mr N Khashu
Mr R Pritchard-Jones
Ms S Redfern
Mr R Fraser
Ms V Davies
Mr J Kozar
Mr P Gowney (Chairperson of Charitable Funds Sub-committee)
Ms L Knight
Mr I Clayton
Ms G Brown

Details of all charitable fund account related party transactions with St Helens and Knowsley Teaching Hospitals NHS Trust:

Note 6: Grants to St Helens & Knowsley Teaching Hospitals NHS Trust - £52,003
Note 8: Creditors falling due within one year - £186,912

15. Post Balance Sheet Events

There are no post balance sheet events to report.

Independent Examiner's Report to the Trustees of Whiston and St Helens Hospitals' Charity.

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 3 to 11.

Responsibilities and basis of the report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with 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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no 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.

Nicola Mason

Nicola Mason FCA MHA
Moore and Smalley
Richard House
9 Winckley Square
Preston
PR1 3HP

15/12/2021