

**EAST MIDLANDS AMBULANCE SERVICE NHS TRUST**

**FUNDS HELD ON TRUST**

**ANNUAL REPORT AND ANNUAL ACCOUNTS**

**YEAR ENDED 31 MARCH 2022**

**Charity Registration Number: 1054148**

# **EAST MIDLANDS AMBULANCE SERVICE NHS TRUST**

## **CHARITABLE FUND**

### **TRUSTEES ANNUAL REPORT YEAR ENDED 31 MARCH 2022**

<b>Charity Commission Registered Number</b>	1054148
<b>Financial Year Commencing</b>	1 April 2021
<b>Financial Year Ending</b>	31 March 2022

#### **1. Compliance**

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

#### **2. Governing Document**

Trust deed dated 17 July 1996 amended by the supplemental deeds dated 30 March 2000 and 6 June 2007.

#### **3. Objects of the Charity**

For any charitable purpose or purposes relating to the National Health Service wholly or mainly for East Midlands Ambulance Service NHS Trust.

The Charitable Fund exists to support the work of the Trust for the benefit of residents in the East Midlands. Key uses of the funds include the provision of equipment for service developments and improving the work environment for staff.

#### **4. Principal Charitable Fund Adviser to the Board**

Under a scheme of delegated authority approved by the corporate trustee, Richard Henderson, Chief Executive, of East Midlands Ambulance Service NHS Trust had day to day responsibility for the management of the Charitable Fund.

The Director of Finance of the Trust acted as the principal officer overseeing the day to day financial management and accounting for the Charitable Funds. During the year this post was held by Mike Naylor, Director of Finance, as detailed in the Trustees section on page 3.

## **5. Principal Office**

The principal office for the charity is:

Charitable Funds Administration  
Finance Department  
East Midlands Ambulance Service NHS Trust  
Trust Headquarters  
1 Horizon Place  
Mellors Way  
Nottingham Business Park  
Nottingham  
NG8 6PY

## **6. Professional Advisors**

### **Bankers**

Nat West Bank PLC  
536 Valley Road  
Nottingham  
NG5 1JD

### **Solicitors**

Browne Jacobson  
Mowbray House  
Castle Meadow Road  
Nottingham  
NG2 1BJ

## 7. Trustees

The following individuals have acted as Trustees of the East Midlands Ambulance Service NHS Trust Charitable Fund during the year. Changes regarding the position of those individuals to the date of this report are also recorded.

Mrs P Tagg	Ceased as Chairman and Trustee 31 July 2022
Mr S Dawkins	Ceased 9 October 2021
Mr G Brown	
Mrs K Tomlinson	Commenced as Chairman 01 August 2022
Dr V Sharma	
Prof. W Pope	
Mr R Henderson	
Mr M Naylor	
Mrs K Gulliver	
Ms N Bramhall	
Mr B Holdaway	
Dr L Roberts	
Mr W Legge	
Ms P Heer	Commenced 10 October 2021
Mr J Worrall	Commenced 01 October 2022

All of the above Trustees are members of the Trust Board of East Midlands Ambulance Service NHS Trust.

During the year none of the Trustees or members of key management staff or parties related to them has undertaken any material transactions with the East Midlands Ambulance Service NHS Trust Charitable Fund.

## 8. Structure, Governance and Management

The Charity's unrestricted fund was established using the model declaration of trust, and all funds held on trust at the date of registration were either part of this unrestricted fund or registered as separate restricted funds under the main charity.

Non-Executive Members of the Trust Board are appointed by the NHS Trust Development Authority and Executive members of the Board are subject to recruitment by the NHS Trust Board. On 1 April 2016 the NHS Trust Development Authority became part of NHS Improvement. 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.

The Charitable Funds Board of Trustees is chaired by the Chairman of the Trust with a membership of all EMAS Trust Board members. The Charitable Funds Board of Trustees is a Committee of the Trust Board responsible for monitoring and administering the East Midlands Ambulance Service Charitable Fund. (Charity 1054148). It ensures that the funds are applied in accordance with the object of the fund, agreed procedures, legislation and good practice guidance.

Acting for the Corporate Trustee, the Charitable Funds Committee is responsible for the overall management of the Charitable Fund including the active promotion of Charitable Funds.

The Charitable Funds Committee considers and approves requests for expenditure from Charitable Funds in accordance with the EMAS Scheme of Delegation ensuring that the request meets the criteria set by the Charitable Funds Board of Trustees.

The Committee consists of the following EMAS Officers:-

Chairman of the Trust

A Non Executive Director

Director of Finance

Assistant Director of Communications (Member from January 2022)

Trainee Financial Accountant

The Charitable Funds Committee has met on three occasions throughout the financial year and has discharged its responsibilities for scrutinising the risks and controls which affect all aspects of the charity's business.

### Attendance at Charitable Funds Committee Meetings

	06 July 2021	28 September 2021	30 November 2021	Total
<b>Members</b>				
Pauline Tagg (Chair) - Chairman of the Trust to 31 July 2022	✓	✓	✓	3 of 3
Mike Naylor - Director of Finance	✓	✓	✓	3 of 3
Karen Tomlinson - Non Executive Director	✓	✓	✓	3 of 3
Sara Reddish - Trainee Financial Accountant	✓	✓	✓	3 of 3
<b>In Attendance</b>				
Nigel Gilbert	✓	✓	✓	3 of 3
Rebecca Long	✓	✓	✓	3 of 3
Michele Sharratt	✓	✓	✓	3 of 3
Harpreet Patel	✓	✓		2 of 3
Zoe Didcock	✓			1 of 3
Melanie Wright (Assistant Director of Communications)	✓	✓	✓	3 of 3

**8. Structure, Governance and Management (continued)**

**Charitable Funds Board of Trustees**

The Charitable Funds Board of Trustees met on the 11 January 2022.

**9. Activities, Achievements and Performance of the Charity**

**a Actively promote Charitable Funds**

The Charitable Funds leaflet has been circulated to various Organisations including Funeral Directors across the whole of the East Midlands. The leaflet is also available to the general public on the Trust's external website.

**b Apply the funds within the Objects of the Charity and only for the agreed purpose.**

Charitable Funds operates tight financial controls, using documented criteria for approving expenditure from Charitable Funds.

The Chairman and Director of Finance have been given delegated limits by the Charitable Funds Committee to authorise Charitable Funds expenditure, but will refer unusual expenditure requests to the Charitable Funds Committee for discussion. The Committee regularly refer to the expenditure criteria when discussing expenditure requests. The criteria used is reviewed by the Charitable Funds Committee annually.

**c Preserve the assets of the Charity**

By operating tight financial controls, the Charitable Funds Committee are reassured that funds are applied within the Objects of the Charity.

The Charitable Fund holds low risk, stable investments with CCLA Investment Management Ltd ( Churches, Charities, Local Authorities ) and reputable international banking institutions in order to protect its funds.

**d Consider requests for expenditure from Charitable Funds and to ensure that any approvals comply with the objects and are within the terms of the donation.**

Station funds have been utilised for specific expenditure where possible. If necessary, stations funds were supplemented by the General fund.

## 9. Activities, Achievements and Performance of the Charity (continued)

### e Ensure that specific donations are utilised expediently.

Large value donations are reported to the Charitable Funds Committee meeting at the earliest opportunity. Discussions are held at the Committee meetings regarding the background and restrictions surrounding the use of the donation.

In the year ending 31 March 2022, total voluntary income (unrestricted donations) received by the Charitable Fund was £44k (2021 £126k). This consisted of 160 donations in the period (2021 - 239 donations).

The table below shows the largest unrestricted donations received during the period from individuals.

Donation £20,000.00

Donation £2,000.00

Donation £1,157.26

In the year ending 31 March 2022 two new legacies were received.

	Amount £	Restricted Amount £	Unrestricted Amount £
<b>Legacies</b>			
Mrs Judith Bennett (Shepherd & Wedderburn LLP)	1,000.00		1,000.00
Mr Phillip Clive Marlow (Anderson Partnership)	2,000.00		2,000.00
<b>Total Legacies</b>	<b>3,000.00</b>	<b>0.00</b>	<b>3,000.00</b>

In the year ending 2021/22, an interim grant payment of £409,732.00 was received from NHS Charities Together. The remaining balance of the grant, £101,983, is expected to be received in 2022/23, following the submission of an interim report to NHS Charities Together on the utilisation and impact of the initial grant payment (see note 17). The grant relates to an application by the EMAS Charitable Fund, in partnership with EMICS (East Midlands Immediate Care Scheme). (see Trustees Annual Report note 13 regarding Covid 19)

It is probable that in the future East Midlands Ambulance Service NHS Trust Charitable Fund will receive a legacy of £74k from the Mansfield area for the benefit of paramedics (see note 17).

### f Ensure arrangements are in place for the appropriate investment of funds to maximise the value of the Charitable Funds.

At 31 March 2022 the total value of investments held with CCLA is £117k.

### g Review with the East Midlands Ambulance Service NHS Trust Audit Committee, recommendations of internal and external audit in relation to Charitable Funds.

These Accounts and Annual Report have been subject to an Independent Review, the results of which can be found on pages 12 and 13.

### h Adopt the Charitable Funds Annual Report and Accounts

During 2021/22, the Charitable Funds Committee reviewed the 2020/21 Charitable Funds Annual Report and Accounts before submission to the Trust Board considering them to be accurate.



## 9. Activities, Achievements and Performance of the Charity (continued)

### i Keep the Trust Board fully informed on the activity and performance of the charity

The Board of Trustees are kept fully informed as the minutes of the Charitable Funds Committee meetings and record of business are presented at the earliest opportunity.

### j To identify and consider the risks faced by the Charity and to ensure management of those risks

The major risks to which the charity is exposed have been identified and considered. They have been reviewed and systems established to mitigate those risks.

The major risk faced by the East Midlands Ambulance Service NHS Trust Charitable Fund is the possible loss from a fall in the value of the investments held. The failure of the Charity Official Investment Fund (COIF) investment has been assessed as low risk.

## 10. Financial Review

The financial position for 2021/22 showed an overall increase in funds held of £363k. Analysis of the fund movements are as follows:

	<b>Movement</b>		<b>2022</b>	<b>2021</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	
<b>Unrestricted</b>	(31)		353	384
<b>Restricted</b>	394		520	126
	<u>363</u>		<u>873</u>	<u>510</u>

The Charity holds Investments of £117k which are easily convertible to cash.

The East Midlands Ambulance Service Charitable Fund owes £102k to East Midlands Ambulance Service NHS Trust for the ordering and payment for goods and services on its behalf.

## 11. Policies

Reserves:

At the year ending 31 March 2022 the East Midlands Ambulance Service NHS Trust Charitable Fund held uncommitted reserves of £873k (2021 - £510k).

Reserves are defined as that part of a charity's income funds that are freely available. This definition of reserves therefore excludes endowment or restricted funds and any other part of funds not readily available for spending. These are specifically income funds which could only be realised by disposing of fixed assets held for charity use and programme related investments.

It is not the policy of the East Midlands Ambulance Service NHS Trust Charitable Funds to hold reserves; however expenditure is dependant on receiving applications from members of staff for the appropriate use of the funds. All staff are made aware of the funds held and are encouraged to make appropriate applications.

The East Midlands Ambulance Service NHS Trust Charitable Fund will aim to utilise all funds for the purpose for which they were donated in a timely manner.

Investment Selection

The East Midlands Ambulance Service NHS Trust Charitable Fund currently invests surplus funds with the Charity Official Investment Fund (COIF) and a commercial bank. This policy has been complied with throughout the year.

Public Benefit Statement

The East Midlands Ambulance Service NHS Trust Charitable Fund is a Public Benefit Entity and has complied with the public benefit requirements of the Charities Acts.

Fixed Asset Capitalisation Policy

The Charity may purchase tangible assets with the purpose of donating them to East Midlands Ambulance Service NHS Trust. Such assets should be valued within the Charities Accounts at cost until the whole capital scheme is ready for donation. On becoming operational tangible assets have been donated to East Midlands Ambulance Service NHS Trust and capitalised under the Accounting Policies of the NHS Trust. Following donation the tangible assets will be recorded within the Accounts of East Midlands Ambulance Service NHS Trust.

## 12. Plans for Future Period

### Organisational Support with the Covid Recovery

To support with the ongoing COVID 19 recovery, the EMAS Charity were awarded a grant from NHS Charities Together (NHS CT). The total value of the grant was £511,715, with an initial payment of £409,372 being received in December 2021, with the remaining £102,343 to be released following an interim progress report to NHS Charities Together.

The grant is to be utilised to fund four community response projects, one of which is in partnership with East Midlands Immediate Care Scheme (EMICS). As per the terms and conditions of the grant award, there will be no changes to the utilisation of the grant without prior approval from the Grant Manager at NHS CT.

- 1) Set up of eight new Community First Responder (CFR) schemes in Nottinghamshire, Derbyshire, Northamptonshire, and Leicestershire.
- 2) Expansion of the existing Community First Responder fleet and introduction of 14 new responder cars.
- 3) Provision of 90 community public access defibrillators (CPADs) in targeted locations, identified by the EMAS CFR team.
- 4) Equipping a Volunteer Doctor Critical Care car to provide an enhanced critical care response to patients in the East Midlands. This project is being fully managed by EMICS.

The above projects will provide additional support to the operational staff at EMAS by expanding on the existing CFR volunteer schemes and providing additional resources to more rural locations, or those with a higher level of demand for services.

To manage the above projects, the Charity Assistant will liaise monthly with the EMAS Head of Community Response and EMICS representatives to ensure that reporting deadlines are met and that expenditure on the projects is expedited wherever possible. EMAS Finance representatives will provide additional support with financial and procurement queries. The Charitable Funds Committee will be provided with interim updates on progress and any significant issues that may arise.

## 12. Plans for Future Periods

### Charity Expansion and Communications Strategy

The Charitable Funds Committee will aim to raise the profile of the EMAS Charity both internally amongst employees and managers and externally with patients and other potential donors and stakeholders. To further increase awareness of the EMAS Charity amongst staff and patients, the Assistant Director of Communications has prepared a two-year Charitable Funds Communications plan, which has been presented to the Charitable Funds Committee. Progress will be monitored via paper or verbal updates at the scheduled Committee meetings.

The first year will focus primarily on increasing awareness amongst EMAS employees and managers of the availability of charitable funds and the opportunity to fund projects, training, and equipment not currently available through the Trust. This will be done via social media platforms, staff newsletters and online articles detailing the projects that have previously been funded through Charitable Funds, and the impact they have had on staff and patients. The aim would be to increase the number of applications to Charitable Funds, from a wider range of Trust locations and to increase the number of applications for patient centred projects. During 2021/22, most applications received related to staff welfare because of the restriction on activities during the Covid pandemic.

The second year will look to develop external fundraising opportunities to ensure there are sufficient reserves to continue funding new projects. This will be achieved by raising awareness amongst the public of the EMAS Charity and how donated funds have been utilised to support both staff and patients.

Continuing to build strong relationships with external stakeholders will be important to the Charity as it looks to maximise the potential for sponsorship income for future EMAS events and to make the public aware of the Charity's work when they considering a recipient for their fundraising activities. Currently the Charity does not actively engage in external fundraising campaigns. Leaflets containing the Charity's details and donation methods will be made available to staff for distribution to the public. Engaging with external stakeholders such as suppliers, EMAS Event customers and the media to promote the Charity's profile and raise awareness of its activities and successful case stories will help to generate future income to support the Charity's ongoing objectives.

The Communications team will lead on all media campaigns and internal and external promotion of the EMAS Charity. The Finance team and Charity Assistant will provide supporting data to measure the impact of the new communications strategy. This will include details of the number of applications received, the value of funds available to applicants and the types of applications that are received, including if they are for staff or patient welfare.

It is anticipated that the implementation of the communications strategy will lead to an increase in both applications and donations received by the EMAS Charity. The Charity Assistant has increased their working hours from 7.5 per week to 15 per hours per week from October 2022 onwards, to continue to meet the needs of the Charity. This will also allow them to support the CFR team with the additional grant reporting requirements to NHS CT and explore other grant opportunities that could be utilised by the Charity as it continues to expand.

### **13. Covid 19**

The trustee considers that there are no material uncertainties about the Charities' ability to continue as a going concern. The Covid-19 pandemic has had no significant impact on the charity's fundraising income as EMAS does not actively fundraise. It is recognised that there was an increase in general donations due to the pandemic during 2020/21, general donations during 2021/22 returned to pre-pandemic levels.

During the financial year ended 31st March 2022, the Charitable Fund has received £409,732 from NHS Charities Together in the form of grants. This is to support with the ongoing Covid 19 crisis and recovery and is a restricted fund. The grant will be used as per the application to NHS Charities Together. Any changes in the intended use of the grant must be authorised by the NHS Charities Together Grant Manager.

There are four projects detailed in the grant application, these being:

1. Purchase of 48 First Responder kit bags, to be distributed amongst 8 new Community First Responder teams.
2. Provision of 14 additional Community First Responder vehicles.
3. Purchase of 90 defibrillators to be located in priority community locations.
4. Provision of a Volunteer Doctor Critical Care Car - in collaboration with East Midlands Immediate Care Scheme (EMICS).

### **14. A Big Thank You**

On behalf of the staff and patients who have benefited from purchases made due to donations and legacies, the Corporate Trustee would like to thank all patients, relatives and staff who have made charitable donations.

#### **Declaration**

I declare, in my capacity of East Midlands Ambulance Service NHS Trust Charitable Fund trustee, that: the trustees have approved the report above; and have authorised me to sign on their behalf.



**Mike Naylor**

**Director of Finance - East Midlands Ambulance Service NHS Trust**

**Date: 3 January 2023**

## **Independent Examiners' Report to the Trustees of East Midlands Ambulance Service NHS Trust Charity (Registration 1054148)**

I report on the financial statements of East Midlands Ambulance Service NHS Trust Charity (the Charity) for the year ended 31 March 2022, which are set out on pages 15 to 16

### **Respective responsibilities of trustees and examiners**

The Charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The Charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed

Having satisfied myself that the Charity is not subject to audit and is eligible for independent examination, it is our responsibility to:

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

Your attention is drawn to the fact that the charity has prepared the accounts (financial statements) in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn. I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

This report has been prepared for and only for the trustees as a body in accordance with section 145 of the Charities Act 2011 and the regulations made under section 154 of the Charities Act 2011 (Regulation 31 of The Charities (Accounts and Reports) Regulations 2008) and for no other purpose. I do not, in making this report, accept or assume responsibility for any other purpose or to any other person to whom this report is shown or into whose hands it may come save where expressly agreed by our prior consent in writing.

### **Basis of independent examiners' report**

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

### **Independent examiners' statement**

In connection with our examination, no material matters have come to our attention which gives us cause to believe that, in any material respect:

- the accounts were not kept in accordance with section 130 of the Charities Act 2011; and

## Independent Examiners' Report to the Trustees of East Midlands Ambulance Service NHS Trust Charity

- the accounts did not accord with the accounting records;
- the accounts did 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.

We have no concerns and have come across no 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.



10 January 2023

Signature: ..... Date: ...

Glynis Onley ACMA, CPFA  
For and on behalf of 360 Assurance  
Stapleford Care Centre  
Church Street  
Stapleford  
Nottingham  
NG9 8DB

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

Under charity law, the trustees are responsible for preparing the Trustees' Annual Report and the financial statements for each financial year which show a true and fair view of the state of affairs of the charity and of the excess of expenditure over income for that period.

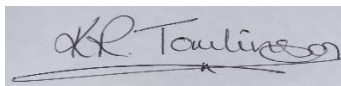
In preparing these financial statements, generally accepted accounting practice entails that the trustees:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the recommendations of the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- state whether the financial statements comply with the trust deed [and rules], subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The trustees are required to act in accordance with the trust deed [and the rules] of the charity, within the framework of trust law. They are responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the trustees to ensure that, where any statements of accounts are prepared by them under section 132(1) of the Charities Act 2011, those statements of accounts comply with the requirements of regulations under that provision. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

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

Signed..



Chairman of East Midlands Ambulance Service NHS Trust

Date. 03-Jan-23

# East Midlands Ambulance Service NHS Trust Charitable Fund

## Statement of Financial Activities for the year ending 31 March 2022

	Note	2022 Unrestricted Funds £'000	2022 Restricted Funds £'000	2022 Total Funds £'000	2021 Unrestricted Funds £'000	2021 Restricted Funds £'000	2021 Total Funds £'000
<b>Income and Endowments from:</b>							
Donations	3	43	2	45	70	0	70
Legacies	3	3	0	3	56	2	58
NHS Charities Grants	3	0	409	409	0	162	162
Total Donations and Legacies		<u>46</u>	<u>411</u>	<u>457</u>	<u>126</u>	<u>164</u>	<u>290</u>
Investment Income	11	3	0	3	3	0	3
<b>Total Income and Endowments</b>		<u>49</u>	<u>411</u>	<u>460</u>	<u>129</u>	<u>164</u>	<u>293</u>
<b>Expenditure on Charitable activities:</b>							
Patient Education and Welfare	4	(1)	0	(1)	(7)	(4)	(11)
Staff Education and Welfare	4	(86)	(19)	(105)	(16)	(131)	(147)
<b>Total Expenditure on Charitable activities</b>		<u>(87)</u>	<u>(19)</u>	<u>(106)</u>	<u>(23)</u>	<u>(135)</u>	<u>(158)</u>
Net gains and (losses) on Investment Assets	14	7	2	9	15	4	19
Net Income / (Expenditure)		<u>(31)</u>	<u>394</u>	<u>363</u>	<u>121</u>	<u>33</u>	<u>154</u>
Gross transfers between funds	6	0	0	0	0	0	0
<b>Net movement in funds</b>		<u>(31)</u>	<u>394</u>	<u>363</u>	<u>121</u>	<u>33</u>	<u>154</u>
<b>Reconciliation of Funds</b>							
Total funds brought forward 1 April		384	126	510	263	93	356
<b>Total funds carried forward 31 March</b>		<u>353</u>	<u>520</u>	<u>873</u>	<u>384</u>	<u>126</u>	<u>510</u>



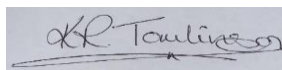
# East Midlands Ambulance Service NHS Trust Charitable Fund

## Balance Sheet Statement for the year ending 31 March 2022

	Note	2022 Unrestricted Funds £'000	2022 Restricted Funds £'000	2022 Total Funds £'000	2021 Unrestricted Funds £'000	2021 Restricted Funds £'000	2021 Total Funds £'000
<b>Fixed Assets:</b>							
Vehicles	9	0	0	0	0	0	0
<b>Current Assets:</b>							
Investments	10	117	0	117	108	0	108
Debtors	12	0	0	0	0	0	0
Cash at bank and in hand	12	338	537	875	299	261	560
<b>Total Current Assets</b>		<b>455</b>	<b>537</b>	<b>992</b>	<b>407</b>	<b>261</b>	<b>668</b>
<b>Liabilities:</b>							
Creditors falling due within one year	13	102	17	119	23	135	158
<b>Net Current assets</b>		<b>353</b>	<b>520</b>	<b>873</b>	<b>384</b>	<b>126</b>	<b>510</b>
<b>Total assets less current liabilities</b>		<b>353</b>	<b>520</b>	<b>873</b>	<b>384</b>	<b>126</b>	<b>510</b>
<b>Net assets</b>		<b>353</b>	<b>520</b>	<b>873</b>	<b>384</b>	<b>126</b>	<b>510</b>
<b>The funds of the charity:</b>	14						
Restricted income funds		0	520	520	0	126	126
Unrestricted income funds:		353	0	353	384	0	384
<b>Total charity funds</b>		<b>353</b>	<b>520</b>	<b>873</b>	<b>384</b>	<b>126</b>	<b>510</b>

The notes at pages **18 to 24** form part of these accounts

Signed:



Name:

KAREN TOMLINSON, Chairman of East Midlands Ambulance Service NHS Trust

Date:

# East Midlands Ambulance Service NHS Trust Charitable Fund

## Statement of Cash Flows for the Year ended 31 March 2022

	Note	2021/22 £'000	2020/21 £'000
<b>Cash Flows from Operating Activities</b>			
Net income / expenditure as per the Statement of Financial Activities		<b>363</b>	154
Losses / (Gains) on investments	10	<b>(9)</b>	(19)
Dividends / interest on investments	11	<b>(3)</b>	(3)
Decrease / (Increase) in Trade and Other Receivables	12	<b>0</b>	0
Increase / (Decrease) in Trade and Other Payables	13	<b>(39)</b>	114
Expenditure recognised in respect of capital donations		<b>0</b>	0
<b>Net Cash provided by (used in) Operating Activities</b>		<b>312</b>	246
<b>Cash Flows from Investing Activities</b>			
Dividends / interest on investments	11	<b>3</b>	3
Purchase of Vehicles	9	<b>0</b>	0
Proceeds from Disposal of Investment Assets	10	<b>0</b>	0
<b>Net Cash provided by (used in) Investing Activities</b>		<b>3</b>	3
<b>Net Cash provided by (used in) Financing Activities</b>		<b>0</b>	0
<b>Changes in Cash and Cash equivalents in reporting period</b>		<b>315</b>	249
<b>Cash and Cash Equivalents at Beginning of the Period</b>		<b>560</b>	311
<b>Cash and Cash Equivalents at year end</b>	12	<b>875</b>	560

## Notes on the accounts

### 1. Accounting Policies

#### (a) Basis of preparation

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

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

#### (b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor. Where the restriction requires the gift to be invested to produce income but the trustees have the power to spend the capital, it is classed as an expendable endowment.

Unrestricted income funds comprise those funds which the Trustee is free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds, where the donor has made known their non-binding wishes or where the trustees, at their discretion, have created a fund for a specific purpose.

The major funds held in each of these categories are disclosed in note 14.

#### (c) 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.

#### (d) Incoming resources from legacies

Under FRS102, Legacy income is recognised when three criteria are met:

- Entitlement is established, receipt of the income is probable, and it can be reliably measured.
- Entitlement is established when we receive notification of an interest in an estate.
- Income receipt is probable when the statement of the state's assets and liabilities is received.
- Measurement criteria is considered met once the final estate accounts are received.

Only when these criteria have been met is income from legacies recognised in the financial statements.

#### (e) Resources expended

Expenditure is recognised on an accruals basis. Grant commitments are recognised when a constructive obligation arises that result in payment being unavoidable.

Grants are only made to related or third-party NHS bodies and non-NHS bodies in furtherance of the charitable objects of the funds. A liability for such grants is recognised when approval has been given by the Trustee. The NHS Trust has full knowledge of the plans of the Trustee, therefore a grant approval is taken to constitute a firm intention of payment which has been communicated to the NHS Trust, and so a liability is recognised.

Contractual arrangements are recognised as goods or services supplied.

#### (f) Tangible fixed assets Capitalisation

The Charity may purchase tangible assets with the purpose of donating them to East Midlands Ambulance Service NHS Trust. Such assets should be valued within the Charities Accounts at cost until the whole capital scheme is ready for donation. On becoming operational tangible assets were donated to East Midlands Ambulance Service NHS Trust and capitalised under the Accounting Policies of the NHS Trust. Following donation the tangible assets will be recorded within the Accounts of East Midlands Ambulance Service NHS Trust.

#### (g) Going Concern

The financial statements have been prepared on a going concern basis, which assumes that the Charity will continue in operational existence for the foreseeable future.

**(h) Irrecoverable VAT**

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

**(i) Allocation of overhead and support costs**

The support costs have been apportioned on a 50:50 basis to each of the charity's significant activities (Patient Education & Welfare and Staff Education & Welfare).

**(j) Costs of generating funds**

The costs of generating funds are the costs associated with generating income for the funds held on trust.

**(k) Charitable activities**

Costs of charitable activities comprise all costs incurred in the pursuit of the charitable objects of the charity.

**(l) Governance costs**

Governance costs are classified as a support cost and have therefore been apportioned between fundraising activities and charitable activities.

**(m) Current asset investments**

Investments are stated at market value as at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Common Investment Fund Units (COIF) are included in the balance sheet at the closing dealing price at 31 March 2022.

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

**(o) Change in the basis of accounting**

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

**(p) Prior year adjustments**

There are no prior year adjustments.

**(q) Contingencies**

A contingent liability is a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the NHS trust, or a present obligation that is not recognised because it is not probable that a payment will be required to settle the obligation or the amount of the obligation cannot be measured sufficiently reliably. A contingent liability is disclosed unless the possibility of a payment is remote.

A contingent asset is a possible asset that arises from past events and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the NHS trust. A contingent asset is disclosed where an inflow of economic benefits is probable.

Where the time value of money is material, contingencies are disclosed at their present value.

## 2. 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 East Midlands Ambulance Service Charitable Trust.

At 31 March 2022 the Charitable Trust owes East Midlands Ambulance Service NHS Trust £102k (2021 the Charitable Trust owed East Midlands Ambulance Service NHS Trust £145k).

The Trustees are also members of the Trust Board.

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

## 3. Analysis of voluntary income

	Unrestricted	Restricted	2022	Unrestricted	Restricted	2021
	Funds	Funds	Total	Funds	Funds	Total
	£'000	£'000	£'000	£'000	£'000	£'000
Donations from individuals	43	0	43	70	0	70
NHS Charities Grants	0	409	409	0	162	162
Corporate donations	0	2	2	0	0	0
Corporate donations earmarked for research	0	0	0	0	0	0
Legacies	3	0	3	56	2	58
<b>Total</b>	<b>46</b>	<b>411</b>	<b>457</b>	<b>126</b>	<b>164</b>	<b>290</b>

#### 4. Analysis of charitable expenditure on charitable activities

	Total	Activities Undertaken Directly	Grant funding of Activities	Support Costs	Total	Activities Undertaken Directly	Grant funding of Activities	Support Costs
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
	2022	2022	2022	2022	2021	2021	2021	2021
Patient Education & Welfare	1	0	0	1	11	10	0	1
Staff Education & Welfare	105	104	0	1	147	146	0	1
<b>Total</b>	<b>106</b>	<b>104</b>	<b>0</b>	<b>2</b>	<b>158</b>	<b>156</b>	<b>0</b>	<b>2</b>

#### 5. Analysis of support costs

	2022	2022 Patient Education & Welfare	2022 Staff Education & Welfare	2021	2021 Patient Education & Welfare	2021 Staff Education & Welfare
	Total £'000	£'000	£'000	Total £'000	£'000	£'000
Governance						
-Establishment costs-production of accounts	2	1	1	2	1	1
-Independent Examination Fee	2	1	1	2	1	1
Administration Support	3	1	2	3	1	2
<b>Total</b>	<b>7</b>	<b>3</b>	<b>4</b>	<b>7</b>	<b>3</b>	<b>4</b>

In the year to 31 March 2022, East Midlands Ambulance Service NHS Trust was recharged £5k for the administration time of Finance staff in preparation of the accounts and support to the charity (2021 - £5k). The Finance administration support costs are included in 'activities undertaken directly' in note 4 above.

The support costs have been apportioned on a 50:50 basis to each of the charity's significant activities (Patient Education & Welfare and Staff Education & Welfare).

#### 6. Transfers between funds

In 2021/22 there have been no transfers between Restricted & Unrestricted Funds (See Note 14 on page 24).

## 7. Analysis of staff costs

	2022 Total £'000	2021 Total £'000
Salaries and wages	3	0
Social security costs	0	0
Other pension costs	0	0
<b>Total</b>	<b>3</b>	<b>0</b>

The average number of full-time equivalent employees during the year were 0.2 (2021 0) with all employee time involved in providing support services to charitable activities. Due to an increase in donations and the receipt of grant funding from NHS Charities Together, a Charity Assistant was appointed in 2021/22 to support the additional administrative duties of managing the Charity's day to day activities.

No employees had emoluments in excess of £60,000 (2021 £0).

## 8. Independent Examiners Fee

In the financial year to 31 March 2022 an independent examination of the Charity's Annual Report and Accounts was carried out at a cost of 2k (2021 £2k).

## 9. Tangible Fixed Assets

Movement in tangible fixed assets	2022 Total £'000	2021 Total £'000
Cost at start of year	0	0
Additions of Assets Under Construction: Vehicles	0	0
Additions Purchased	0	0
Reclassifications	0	0
Reclassifications as Held For Sale	0	0
Disposals other than For Sale	0	0
Cost at end of year	<b>0</b>	<b>0</b>

## 10. Current assets

### Current asset investments

Movement in current asset investments	2022 Total £'000	2021 Total £'000
Market value at start of year	108	89
Add: additions to investments at cost	0	0
Less disposals at carrying value	0	0
Add net gain / (losses) on revaluation	9	19
Market value at end of year	<b>117</b>	<b>108</b>

Current asset investments:	Units held as at 31 March 2022	2022 Total (held in the UK)	2021 Total (held in the UK)
COIF Investment Income Units	6,032.41	6,032.41	6,032.41
<b>Total</b>	<b>6,032.41</b>	<b>6,032.41</b>	<b>6,032.41</b>

Current asset investments	2022 Total £'000	2021 Total £'000
Investments held primarily to provide an investment return for the charity	117	108
Programme related investments	0	0
Market value as at 31 <sup>st</sup> March	<b>117</b>	<b>108</b>

## 11. Total Gross income from investments and cash on deposit

	2022 Total	2022	2022	2021 Total	2021	2021
	Held in UK	Unrestricted	Restricted	Held in UK	Unrestricted	Restricted
	£'000	£'000	£'000	£'000	£'000	£'000
Quoted investments (current asset investments)	3	3	0	3	3	0
Interest on cash held on deposit (current assets)	0	0	0	0	0	0
<b>Total</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>0</b>

## 12. Analysis of Debtors

Debtors under 1 year	2022 Total	2021 Total
	£'000	£'000
Other Debtors	0	0
Prepayments	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

Analysis of cash and deposits	2022 Total	2021 Total
	£'000	£'000
National Westminster Bank PLC	875	560
COIF Charities Deposit Fund	0	0
<b>Total</b>	<b>875</b>	<b>560</b>

## 13. Analysis of current liabilities and long-term creditors

Creditors under 1 year	2022 Total	2021 Total
	£'000	£'000
Other creditors	119	158
Accruals	0	0
<b>Total</b>	<b>119</b>	<b>158</b>

Other creditors represent sums owed at the year-end by the charity to a related party, East Midlands Ambulance Service NHS Trust, for costs incurred by the NHS Trust on behalf of the charity in the furtherance of the charity's objectives.



#### 14. Analysis of charitable funds

	Brought forward Balance at 1 April 2021	Incoming resources	Resources expended	Transfers	Gains and losses	Carried forward Balance at 31 March 2022
	£'000	£'000	£'000	£'000	£'000	£'000
<b>Unrestricted funds</b>						
East Midlands Ambulance Service	384	49	(87)	0	7	353
<b>Restricted funds</b>						
East Midlands Ambulance Service	126	411	(19)	0	2	520
<b>Grand Total</b>	<b>510</b>	<b>460</b>	<b>(106)</b>	<b>0</b>	<b>9</b>	<b>873</b>

EMAS restricted funds:-

In 2021/22 there have been no transfers between Restricted & Unrestricted Funds (See Note 6 on page 21).

In 2021/22 £409k was received from NHS Charities Together. This is a restricted fund and will be utilised in accordance with the grant offer between the EMAS Charity and NHS Charities Together. There are no permitted changes to the use of this grant without prior approval from NHS Charities Together.

There were several funds all restricted to Purchase of Equipment in 2021/22.

#### Analysis of unrestricted funds

	Brought forward Balance at 1 April 2021	Incoming resources	Resources expended	Transfers	Gains and losses	Carried forward Balance at 31 March 2022
	£'000	£'000	£'000	£'000	£'000	£'000
<b>Unrestricted Funds</b>						
Designated Funds						
Medical Equipment	1	0	0	0	0	1
Station Funds	92	4	(12)	0	2	86
General Funds	291	45	(75)	0	5	266
	<b>384</b>	<b>49</b>	<b>(87)</b>	<b>0</b>	<b>7</b>	<b>353</b>

#### 15. Commitments

The Charity has the following commitments

	2022 Total £'000	2021 Total £'000
Revenue Charitable Projects	32	51
Capital Charitable Projects	0	0
NHS Charities Together Grant	509	0
2021/22 Project Funding	0	0
Other	0	0
<b>Total</b>	<b>541</b>	<b>51</b>

#### 16. Post Balance Sheet Events

There are no post Balance Sheet events relating to the financial year ended 31 March 2022.

#### 17. Contingencies

	2022 Total £'000	2021 Total £'000
<b>Contingent assets</b>		
Legacy	74	74
NHS Charities Together Grant	102	0
<b>Net value of contingent assets</b>	<b>74</b>	<b>74</b>

A solicitors within the region has advised that EMAS Charitable Funds may be the beneficiary of a legacy with an estimated value of £74k.