



# WORCESTERSHIRE ACUTE HOSPITALS CHARITY

Putting patients first

## Annual Report | 2020/21





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# Welcome to Worcestershire Acute Hospitals Charity's Annual Report

## Putting Patients First

Worcestershire Acute Hospitals Charity is the dedicated NHS charity for Worcestershire's Acute Hospitals. Worcestershire Acute Hospitals Trust is a family of hospitals comprising of the Alexandra in Redditch, Kidderminster Treatment Centre and Worcestershire Royal Hospital in Worcester, as well as providing a range of healthcare services from sites across our county.

The Charity has its own vision, mission and aims aligned to the Trust's strategic and clinical aims. These underpin and provide structure to our decision making and purpose to our fundraising appeals.

## Our Vision

Putting patients first in everything we do

## Our Mission

Our mission is putting patients first by supporting the services and staff of Worcestershire Acute Hospitals NHS Trust and by investing in the following key areas:

- Improving facilities for patients, staff and visitors
- Supporting ongoing staff development and welfare
- Funding additional medical equipment
- Supporting vital health research

**Our aim is to provide those added extras that improve the experience for everyone using or providing services. Funds provided by the charity support developments and activities which are over and above core NHS services.**



Worcestershire Acute  
Hospitals Charity exists to  
support the staff, patients and  
services of Worcestershire  
Acute Hospitals NHS Trust.





## Our Values

- We act with dignity and humility and show respect and consideration for others
- We embrace being a part of our community and enable our community to be part of us
- We achieve because we care and are brave enough to ask questions of ourselves
- We care about our patients, our supporters, our partners and our colleagues
- We recognise that new ideas, big and small, are essential for our future
- We consult, collaborate and challenge in our drive to deliver clinical excellence and exemplary patient care

## Objectives and Activities

The objectives of the charity, as stated in our governing document, are:

The Trustees shall hold the 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 relating to the NHS, wholly or mainly for the services provided by Worcestershire Acute Hospitals NHS Trust.

## Public statement by trustees of public benefit

In setting the objectives for the year the trustees have regarded the Charity Commission's general guidance on public benefit.

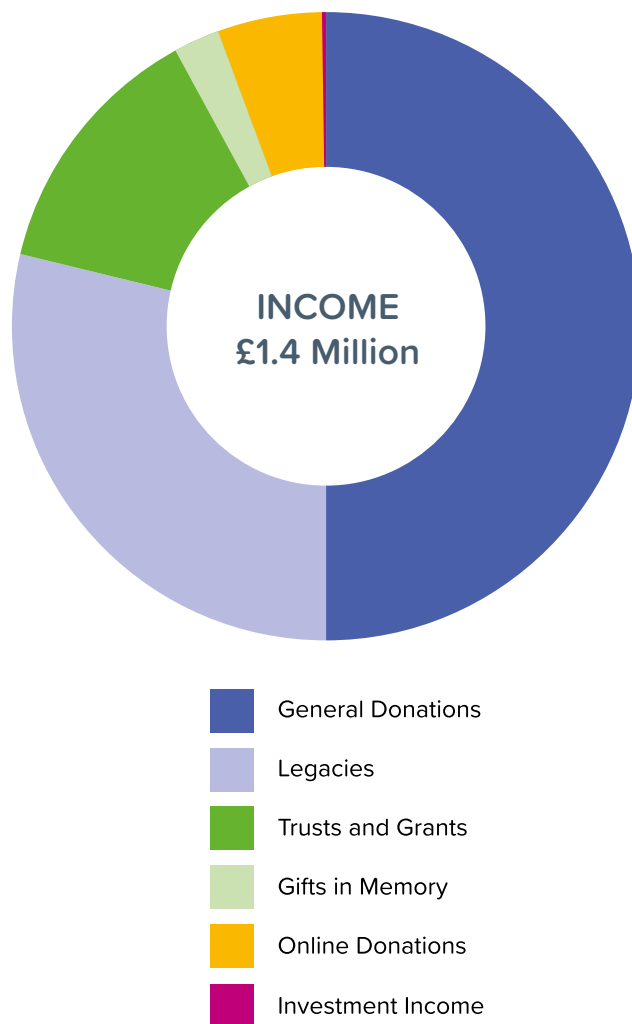
## Impact Report

The year 20/21 acted as a significant period of development for the charity, accelerated by the global pandemic. The charity worked to become a reliable partner for the Trust, identifying where charitable support that was over and above the core NHS provision could make the most impact. The charity took a central role in delivering staff welfare projects throughout the pandemic, raising morale over the Christmas period as well as supporting departmental fundraising and working group projects.

## Income

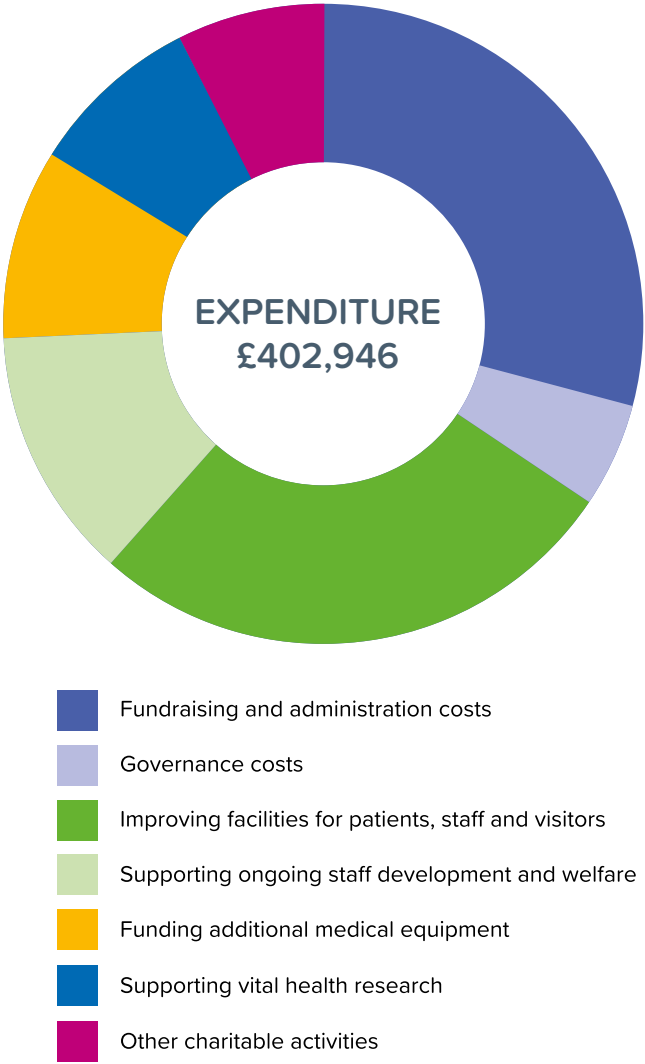
	2020/21	2019/20
General Donations	722,400	341,497
Legacies	416,276	181,370
Trust and Grants	191,192	-
Gifts in Memory	34,969	2,593
Online Donations	80,113	18,331
Investment Income	195	71,427
<b>Total Income</b>	<b>1,445,055</b>	<b>615,217</b>

*NB: CCLA Dividends are paid directly into our Ethical Investment Fund so there is no income for 2020/2021 from CCLA. Investment fees in 2020/2021 are taken directly from the Investment Dividends.*



# Expenditure

EXPENDITURE	20/21
Fundraising and administration costs	117,491
Governance costs	21,378
Improving facilities for patients, staff and visitors	109,038
Supporting ongoing staff development and welfare	51,493
Funding additional medical equipment	38,348
Supporting vital health research	35,525
Other charitable activities	29,673
<b>Total Expenditure</b>	<b>402,946</b>





# Welcome from the Chair of the Charitable Funds Committee



I am delighted to welcome you to the annual report for Worcestershire Acute Hospitals Charity covering the period from April 2020 to the end of March 2021.

I took up the role of Chair of the Charitable Funds Committee in April 2021 so firstly I would

like to offer my thanks and appreciation to our outgoing Chair Mr Mark Yates. Mark oversaw a significant period of development in the charity and his support and vision raised the charity into a proactive organisation working towards a common goal of Putting Patients First in Worcestershire.

This report covers an unprecedented period in the NHS as our Trust and staff battled through the first and second waves of the COVID pandemic. Throughout this time the charity sought to support staff with the launch of staff shops, care

packages and the provision of mental health support and training. The charity also worked to facilitate the huge numbers of donations of food and supplies from the local community making sure they reached the staff who needed them.

Alongside the challenges of responding to the pandemic we have also seen a continuation in the development for the charity with a focus on improving the experience for our donors and supporters and building stronger relationships across the Trust.

Our aims and objectives remain to support the key areas of improving hospital environments, supporting staff and investing in new technology and research. As ever the charity seeks to enhance and build on the core NHS provision, funding projects that are “over and above” and contribute to the best possible services for Worcestershire.

As we look to the future these aims and our overall vision of Putting Patients First will continue

to inform and drive our approach to fundraising and supporting the staff, patients and services of Worcestershire Acute Hospitals NHS Trust.

The final word is for our incredible donors and supporters. The outpouring of generosity in the form of fundraising, donations and gifts in kind during the pandemic was truly remarkable and as we move forward into a period of reflection and recovery the support of our local community will be essential. Thank you.

Colin Horwath  
Chair of the Charitable Funds Committee



## The charity's role in the pandemic

Many of our staff and patients may not have heard of Worcestershire Acute Hospitals Charity at the start of 2020 but by March the charity was playing an integral role in supporting the Trust at an unprecedented time. As our NHS responded to one of the biggest challenges in its history our staff were given a much-needed boost by the huge amount of good will from the public with donations and offers of support flooding in.

The generosity of local people saw more than £47,000 raised for the Charity's COVID-19 Appeal and an astonishing £150,000 worth of goods donated directly, including 9500 Easter Eggs!

Our Charity was also one of many across the country who benefitted from the national wave of good will towards the NHS. National fundraising was directed to NHS Charities Together, (NHSCT) and the funding received by Worcestershire Acute



Hospitals Charity was initially used to fund staff shops, Recharge Rooms and Happy Cafés as well as a virtual visiting programme for patients.

Further funding allowed the charity to provide Mental Health training for staff to become Mental Health First Aiders. We also funded a pilot Mindfulness programme for staff as well as pastoral pizza lunches for our junior doctors.

Additional funds followed for larger scale and longer term projects with staff wellbeing as the priority focus. Funds have been allocated to support a network for colleagues from Black, Asian and Minority Ethnic (BAME) backgrounds, in recognition of the disproportionate effect

that the pandemic has had on NHS BAME staff nationally. The charity also teamed up with the Trust to upgrade the staff lockers to support the added pressure on changing facilities during the pandemic.

The charity team purchased a range of snacks and toiletries and delivered them to all clinical and ward areas along with a Happy Cafe Pack full of activities and easy reads. The aim was to encourage our staff to take a break when they could and look after themselves too. We also put together some special cold weather care packages for our amazing (outdoor!) COVID swab pod team.





The charity purchased tablets for the wards so that our patients could keep in touch with their loved ones at home.



The charity set up shops for staff at the height of the first wave of the pandemic.



The charity purchased, packed and delivered 100's of care packages for our front line staff to help them take a break during the day.



## Improving Facilities

A key aim for the charity is to support and deliver projects that improve the facilities, the environment or the experience for patients, staff, volunteers and visitors at our hospitals. The charity is able to provide those added extras that can make the working day easier, the service more comfortable or the experience less difficult.



The charity sourced and wrapped over 750 Christmas presents for adults and children who would be spending Christmas Day in hospital, bringing a little Christmas cheer to a difficult day.



The Charity supported the Early Pregnancy Assessment Unit to provide comfort bags for women admitted into hospital experiencing pregnancy loss up to 23 weeks and 6 days in partnership with the baby loss charity CRADLE.



We helped keep our Wayfinder Volunteers warm with free hot drinks and by jointly funding some new volunteer fleeces.



Our local community sent hundreds of special packages for our staff to help them look after themselves as well as their patients.



# Spotlight on The Children of Worcestershire Cancer Fund

The Children of Worcestershire Cancer Fund is part of Worcestershire Acute Hospitals Charity, and supports children from across Worcestershire receiving treatment at Worcestershire Acute Hospitals NHS Trust.

Fundraising supports special events, projects and experiences for the children and their families. Frequent hospital visits can be very costly for families and we have been able to provide Costa Coffee gifts cards so that children and their parents can enjoy a drink and a cake when they are on site.

A difficult side effect of treatment for many children is to experience difficulty with walking and our fund has helped to provide wheelchairs and pushchairs for our patients who need them.



Hunnie asked for a Bristol Stool Chart design for her 'end of treatment' cake.

And a very much loved tradition for our team is to purchase bespoke 'end of treatment' cakes when children complete their treatment.

The pandemic has been a testing time for our families and with the support of our fundraisers we have been able to purchase arts and crafts materials for the children to help keep them entertained. As well as much needed practical support the fund also allows us to provide 'special memories' for the children and their families.





## Staff Welfare

The charity knows that in order to keep putting our patients first our dedicated and hardworking staff need support to look after their own welfare and invest in their own development. Enhanced staff training opportunities benefit the teams and, in turn, our patients and services.

Alongside the ongoing support for staff wellbeing funded by the charity, Christmas offered the perfect opportunity to show our staff how much their hard work was appreciated. The charity funded and delivered to our 6500 staff a special Christmas package of chocolates, mince pies, a souvenir edition of the Trust newspaper and a commemorative pin badge. The charity also enhanced the Christmas decorations across the Trust bringing some much needed festive cheer to our sites.







Staff from our Outpatients Team receiving their Christmas goodie bags



The Charity enhanced the Christmas decorations across the Trust bringing some much needed festive cheer.



Our Community Fundraiser Nicky, buried in tubs of chocolate! Heaven!



Christmas gift packages for staff all packed and ready for delivery!



# Thank you for your support



Thank you to the two Kidderminster NisaLocal stores who have donated £2000 to our Worcestershire Acute Hospitals Charity.



Wolverley Stitchers made drawstring washing bags for us so that our staff can wash their dirty uniforms safely.



We are 'sew' grateful to the numerous sewers who have taken the time to make these scrubs for our theatre staff. The team really do love them! They are intended to be used for paediatric operating lists to help reduce anxiety amongst our younger patients.





Seven-year-old Maisie Gibson sold rainbow ribbons during lockdown and raised over £4000 to support her NHS Heroes.



Superfit Jeremy Burton, a Therapeutic Radiographer in our Oncology service did a mini triathlon every single day in October, raising over £2000 for the Oncology Centre.



Redditch Lions raised £1000 with their annual Halloween Fun Run at Arrow Valley Lake in Redditch – President Mike Andrews presenting the cheque to our Community Fundraiser Nicky.



Mayor of Worcester City Council Coun Allah Ditta and fellow trustees were on hand to deliver the vital equipment to hospital chiefs.

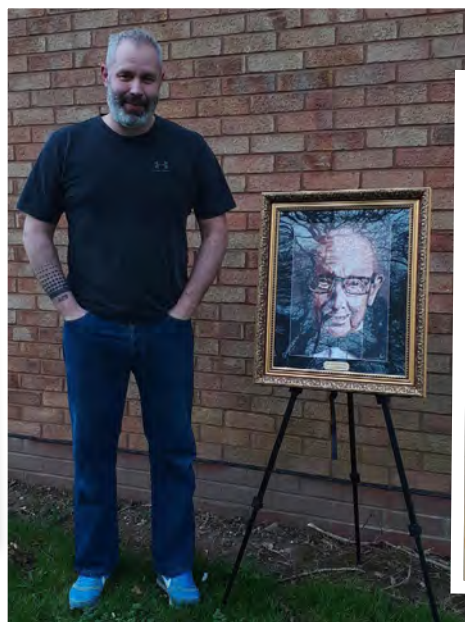




When the Worcester City 10k event was cancelled, a group of staff from our Cardiology Service did their own version of the 10k run, or a 30k bike ride – all finishing at the front of the hospital and between them raised a staggering £8000!



Pershore church groups made 100s of magnificent care packages for our staff on the Intensive Care wards at WRH.



Talented local artist Kevin Wills made this beautiful digital painting of Captain Sir Tom Moore and donated it to the Charity – which raised £350 in an on-line raffle.





Very keen cyclists from local solicitors Hallmark Hulme, cycled an astounding 100 miles in one day raising over £5000 for our charity, shared with the Breast Unit Haven.



Thank you to the children at Lyppard Grange Primary School for making our imaging staff smile everyday when they see this fabulous masterpiece.



All these companies have also contributed to the care packages supporting our clinicians and support teams.



## Medical Equipment

The NHS provides all essential medical equipment but the charity is here to support the provision of additional medical equipment that can further enhance a service or treatment. These pieces of equipment or systems are able to provide an improved patient experience or provide enhanced results.

This year the charity funded equipment for our Gastroenterology Department including Pillcam™, a system which allows the small bowel and colon to be visualised safely and accurately.



# Health Research

The charity recognises the importance of supporting ongoing health research in Worcestershire and the current and future benefits for our county.

This year the charity funded the Haematology Clinical Research Coordinator, as part of the clinical research team in haematology. This specialist post has been supported by a dedicated legacy and provides an added benefit to the programme. The role brings together the regulatory and administrative side of research and directly links these with the clinical research activities. The Haematology Clinical Research Coordinator makes sure that the work produced as a team is of the highest possible standard meaning that patients who take part in haematology trials within the Trust can be assured that they are contributing to high value, high quality research.





## How did we do?

The objectives for the charity were set out in the Charity Strategy for 2019-2024 as agreed by the Charitable Funds Committee. Four strategic priorities were agreed within this strategy which focused on sustainable fundraising, clinical support, effective marketing and communications and creating the right culture.

### 1. Sustainable Fundraising

2020/2021 saw a huge leap forward for the charity in its **aim to create a multi-faceted fundraising approach**. The focus has been on the charity creating the building blocks needed to support proactive fundraising and working with the Trust finance department to better understand the current income streams and necessary processes. Work has taken place to engage the local community more deeply in our cause and build on relationships started through the pandemic.

However, the ongoing pandemic restrictions have greatly hindered community fundraising and events income. The continuing pressure on the charity to deliver COVID and staff wellbeing

projects has meant that the proactive work needed to promote regular giving and corporate partnerships has been slower than expected.

### 2. Clinical Support

The charity continues to **aim to work with the Trust to provide financial support towards projects identified by the Clinical Services Strategy**. The Trust's Clinical Services Strategy acts as the overarching document setting out key priority areas for the Trust. The strategy for clinical services is built around three strategy pillars that support the Trust's future within the local integrated care system and our strategic objectives to deliver the best local services, the best experience of care and the best outcomes.

The Trust's focus has been understandably been on the response to the pandemic throughout 20/21 but communication between Trust staff and the charity has been greatly improved through the charity's increased profile across the Trust.



### 3. Effective marketing and communications

The charity has employed a number of different methods in its **aim to increase awareness of the charity** both on hospital sites and in the community and improve our impact reporting. The focus has been on building relationships with key members of staff in order to better work together on charity projects. The charity has improved its social media presence and reach and continues to develop the website to increase its effectiveness.

Due to the pandemic the charity team have not been able to have as much of a presence on site and in the community as it would have liked so has had to focus on virtual communications.

### 4. Creating the right culture

In order to succeed as a successful and impactful NHS charity the charity **aims to create a collaborative organisational culture**. The charity team have adopted the 4ward signature behaviours of the Trust and now work closely with the Trust's communications, finance, wellbeing and volunteer teams. The charity

has become the donor champion in the Trust, bringing the focus back to our donors and their needs and work has been started on improving our donor stewardship.

Again the pandemic has made in person communication difficult and more work is needed to develop better use of departmental funds and performance measures.

### Key objectives for 21/22

1. To achieve a fundraising target of £675,000 for the year 2021/2022, within identifiable income streams
2. To carry out a full departmental fund review working with Divisions to identify priorities and encourage strategic expenditure
3. To reactivate the charity's Customer Relationship Management (CRM) system to allow the development of a professional supporter stewardship and donor journey
4. To introduce a full range of Key Performance Indicators (KPIs) for the charity in order to accountability and effectiveness

# Financial Review

## Income and Expenditure

The accounts and annual report are prepared to comply with the Charities Act 2011.

Overall, the assets of the Charity as 31 March 2021 were £4.609 million, compared to £3.012 million in 2019/2020, an increase of £1.597 million.

In the year 2020/2021, income for our Charity totalled £1.445 million. Expenditure for our Charity totalled £403,000. Gains on revaluation of the Ethical Investment Fund were £555,000. Net movement in funds for year 2020/2021 were £1.597 million. Investments within the Ethical Investment Funds are within the responsibilities and priorities of the NHS.

### Income – how we have been supported during 2020/2021:

Income during the year increased by £830,000 to £1.445 million compared to the previous year's income of £615,000. Income comprised of donations, legacies, in memory gifts, grants and investments.

The main reason for the large increase in income for 2020/2021 was due to an increase in online donations and legacies. We also received grants from NHS Charities Together for £182,600.

### Expenditure what we have supported during 2020/2021:

Expenditure during the year decreased by £200,000 to £403,000 compared to the previous year's expenditure of £603,000.

Please refer to pages 11 to 17 in this Annual Report to hear about some of the worthwhile causes the Charity has supported in 2020/2021.

The main reason for the decrease in expenditure for 2020/2021 is due to the reduction in purchases of Medical and Surgical Equipment.

### Covid pandemic

During the pandemic although donations from the public increased, unfortunately expenditure decreased. The decrease in expenditure was mainly medical and surgical equipment purchases due the pandemic but expenditure did increase for Staff welfare and Amenities.

Expenditure is expected to return to 2019/2020 total in 2021/2022.

## Investment and Reserves

### Investment Management

The key objective is to provide a safe investment with regular income. The Trust invests charitable fund monies in Ethical Investments only and any dividends are reinvested, increasing the market value of its investments.

Investments within the Ethical Investment Funds are within the responsibilities and priorities of the NHS.

### Charity Reserves Policy

The Corporate Trustee of Worcestershire Acute Hospitals NHS Trust is committed to utilising its charitable fund within the objects of the Charity, and not to accumulate funds unless this is necessary to meet the cost of purchase of a particular item or service.

In accordance with the Charity Commission guidance, the Corporate Trustee acknowledges that there is a requirement to hold a minimum reserve balance. This is to allow freedom to

initiate expenditure when required, in advance of donations, and to mitigate the impact of unforeseen circumstances. The policy of the Corporate Trustee is that charitable funds should be spent rather than conserved. The Corporate Trustee would normally expect that, in the course of any financial year, charitable funds expenditure should at least equal the value of income received in the form of donations, grants and legacies. It is important, however, that funds are spent prudently and not expended simply to reduce the level of reserves held.

### Definition of reserves

Charity Reserves are those funds which become available to the Charity to be spent at the Trustees' discretion in furtherance of the Charity's objectives, but which are not yet spent or committed or could only be realised through the disposal of fixed assets. These are therefore classified as 'free'. Reserves can be categorised as follows:

- a. Restricted Funds: funds which are subject to specific terms e.g. legacies/Grant of Probate (wills) – not free.
- b. Designated funds: funds which have been donated for a specific area e.g. Ward 8 – not free.

- c. Unrestricted Funds – funds which are expendable at the discretion of the Trustees, or designated in consideration of donor's wishes e.g. Trustwide General Purpose fund– free.
- d. Endowment Funds – funds which are to be held as capital and only the income generated can be expended – not free.

Of the above, the Charity currently has all types of fund except Endowment Funds.

At each CFC meeting the Committee will receive a breakdown of the above reserves giving details of the fund balance, the number of funds and plans to spend the reserves (expenditure plans).

### Reasons for holding reserves

In this document, the term “Reserves” is used to describe that part of the Charity's funds that are freely available for general purposes. Reserves are therefore the resources a charity has, or can make available, to spend on any or all of the charity's purposes once it has met its commitments and covered planned expenditure.

The Corporate Trustee considers it necessary to retain reserves over the longer term to:

- a. Reduce the impact of risks from the external environment should the levels of income reduce significantly that the charity cannot meet its obligations
- b. To ensure the Charity can cover its on-going operational costs to process outstanding commitments
- c. Meet the closure or transfer of the Charity's affairs should the need arise

### Level of reserves required

The CFC has been actively seeking to identify appropriate and beneficial uses for accumulated funds. It is intended that reserves will be monitored on an on-going basis to ensure that existing and new funds are used within a reasonable timescale.

The Corporate Trustee has agreed the minimum level of the reserves should range between £100,000 and £150,000, which is equivalent to one year's operational costs and estimated annual commitments. *Note: annual commitments are not absolute and are reviewed regularly and agreed by the Trustees each year.*



## **Maintaining, monitoring and reviewing the policy**

Day to day management of designated funds has been delegated to specific fund ambassadors throughout the Trust, thus ensuring that funds remain under the control of those staff best able to decide how the funds should be spent in line with donors' wishes.

Fund ambassadors are encouraged wherever possible to combine existing funds, and funds with balances below £500 and over £7,501 will be reviewed every 12 months in consultation with fund ambassador, with the aim of amalgamating these with similar funds, or closing funds where the balance is insufficient for meaningful use, and where further income is not anticipated. In the case of closure, balances will be transferred to General Purpose's charitable funds.

Requests to set up new funds are submitted to the CFM/ Financial Services team and referred to the Deputy Director of Finance for approval. Income and Expenditure is monitored by the Finance Department and reported to the CFC. The intention of the monitoring is to ensure compliance with Standing Orders and Standing

Financial Instructions, on value for money, and to check that advantage is taken of all available concessions, e.g. the ability to obtain exemption from VAT on qualifying equipment.

Fund Ambassadors will be reminded that they are not permitted to accumulate funds unless they are saving for a particular item, and managers need to adhere to the Expenditure Plan Policy.

Expenditure plans are monitored by the Finance Department / CFM and reported to the CFC. Action will be taken to ensure that managers utilise their funds in an appropriate and timely manner. The Committee reserves the right to:

- a. identify appropriate uses for any funds not being utilised.
- b. appoint alternative fund ambassadors.
- c. approve expenditure on behalf of the fund ambassador.

## **Approval and ratification process**

This process will be reviewed by the CFC and ratified by the Trust Board as Corporate Trustee.

The liquidation of investments and the withdrawal of funds from the Charity's investment portfolio will require Committee approval. Liquidation of funds will only be requested in exceptional circumstances and the full details of any such transaction will be reported to the CFC and also to the Corporate Trustee at the next available Trust Board meeting.

Short and long term investments should not be liquidated with immediate effect and only be realised in line with their notice period. In the intervening period the Charity will maintain a creditor balance with the Trust's revenue account until the balance can be cleared without incurring a loss of interest.

The Charity will reimburse the Trust for expenses incurred on a quarterly basis.

Should the CFC decide that cash reserves within the investment portfolio are required to meet estimated commitments; the Committee will delegate responsibility to the Deputy Director of Finance, Head of Financial Services and Financial Planning or Financial Accountant to liaise with the Charity's investment managers to transfer cash to and from the Charity's Business Call account.

## **Reporting arrangements**

Should there be a requirement to liquidate a proportion of the investments in to cash resources the Corporate Trustee will require the Charity's investment managers to provide full details of the transaction. The full details will be notified to the Charitable Fund Committee and also to the Corporate Trustee at the next available Trust Board meeting.

## **Review of the reserves policy**

This policy will be reviewed annually by the Charitable Funds Committee.

## **Structure, Governance and Management**

Worcestershire Acute Hospitals Charity was created as an umbrella charity under a Trust Deed executed on 16<sup>th</sup> April 1996 and constituted with a sole Corporate Trustee, the Board of Directors of the Worcestershire Acute Hospitals NHS Trust. The Charity was established in 1996. The CFC (the Committee) is constituted as a standing committee of the Trust Board as the Corporate Trustee.

The Committee is authorised by the Trust Board to act within its terms of reference. All members of staff are directed to co-operate with any request made by the Committee.

The Committee is authorised by the Trust Board to instruct professional advisors and request the attendance of individuals and authorities from outside the Trust with the relevant experience and expertise if it considers this necessary.

The Committee must act in accordance with any statutory/legal requirements or best practice required by the Charity Commission.

The Committee has been established to manage funds held in trust either as charitable funds or as non-charitable funds. The Committee reports to the Trust Board as a Corporate Trustee.

All Board Directors are Trustees of the Trust's Worcestershire Hospitals Charity (WAHC). The Committee shall be appointed by the Trust Board from amongst the Trust Board members A Guide for Fund Ambassadors and shall consist of three Non-Executive Directors and three Executive Directors. The Chair of the CFC will be a Non-Executive Director of the Corporate Trustee.

The CFC meetings will be held at a minimum of twice a year and members are expected to attend at least 50% of meetings. The Chairman of the Committee shall draw attention of the Trust Board to any issues that require disclosure to the Full Board, or require executive action.

The Corporate Trustee (WAHT) has adopted policies for the effective management of charitable funds and has set up a CFC to drive these policies forward and make decisions about new policies and their implementation.

The CFC has delegated authority from the Corporate Trustee to approve major decisions and be responsible for the activities of the Charity. The Charity also has a number of working groups to monitor various aspects of the Charity's operations.

The role of the CFC is to act on behalf of The Trustees and is responsible for ensuring that Charitable Funds are properly managed and administered. This means that proposals by managers to undertake specific projects need to be within the overall policy objectives laid down by the Board. Managers always exercise their delegated powers in a prudent manner.



Information contained within this guide reflects the current guidance for management and administration of Charitable Funds held within the Trust's charity.

## **Fundraising and Administration Costs**

Administration costs, including the salaries of staff engaged on charitable fund work and the costs of professional investment advisors are charged to charitable funds. The charges are modest and also include other relevant professional fees and commissions. These are apportioned on a regular and equitable basis across all of the General Purpose Funds.

The capital held by the charity is retained in an investment portfolio administered on behalf of the Corporate Trustee by Investment Managers. The Corporate Trustee decides how the income from these investments is utilised after the offset of administration and fundraising costs.

## **Going Concern**

The Trustee considers that there are no material uncertainties about the Worcestershire Acute Hospitals Charities ability to continue as a going concern and will remain a going concern for the next 12 months due to the cash position of

£1.2m for 20/21 and investment balance with CCLA of £3.4m.

## **Risk Management**

### **Internal control**

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the policies, aims and objectives of Worcestershire Acute Hospitals NHS Trust, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Worcestershire Acute Hospitals NHS Trust for the year ended 31 March 2021 and up to the date of approval of the annual report and accounts.

### **Corporate Risk Register**

The Trust has a Corporate Risk Register in place which outlines the key corporate risks for

the Charity and action identified to mitigate these risks. This register has been formed from the risks identified within corporate services, Trust Committees and through other risk identification activities.

## **Fundraising Activities**

The charity employs two members of staff who both take on active roles in both fundraising and some service delivery. An external consultant was commissioned in August 2020 to deliver trust fundraising for the charity on an ad hoc basis. Some fundraising is carried out by Trust staff raising money for their own departmental funds. The charity is on hand to guide and support these staff members.

The charity is registered with the Fundraising Regulator and adheres to the Code of Fundraising Practice as it is applied by the Fundraising Regulator.

The charity did not receive any complaints in the last financial year but will be putting processes in to place to record and report on any future fundraising complaints.

Some fundraising is carried by charity supporters, acting independently in supporting the charity.

All fundraisers who make the charity aware of their activities are offered support and advice individually by the in house charity team and through access to a fundraising toolkit.

The charity and its staff sit within the jurisdiction of the Trust and adhere to all policies and procedures regarding safeguarding.

## **Administration details of the Charity during 2020/2021**

### **Charity Name:**

Worcestershire Acute Hospitals Charity

### **Registered No:** 1054612

### **Address:**

Worcestershire Royal Hospital, Finance Department, 2nd Floor, 3 Kings Court, WR5 1WS.

### **Bankers**

- Lloyds Bank PLC, 4, The Cross Worcester, WR1 3PY
- Natwest Bank PLC, 1 The Cross, Worcester, WR1 3PR

## Investment Bankers

- CCLA Investment Management Ltd, Senator House, 85 Queen Victoria Street, London, EC4V 4ET

## Auditors

- Grant Thornton UK LLP, The Colmore Building, 20 Colmore Circus, Birmingham, B4 6AT

## Corporate Trustee

Worcestershire Acute Hospitals NHS Trust, as Corporate Trustee, is responsible for the proper management and administration of the Worcestershire Acute Hospitals Charity. In practice, this means that the Board members of the Worcestershire Acute Hospitals NHS Trust act as Trustees on behalf of the Trust in the management and administration of its Charity.

The Trust is committed to setting high standards and the whole board has signed up to the Nolan principles, requiring honesty and integrity in all matters.

## The Trust Board

### The voting members of Trust Board during 2020/21 were as follows:

- Waqar Azmi, Non-Executive Director from 1 January 2021
- Paul Brennan, Chief Operating Officer/ Deputy CEO
- Anita Day, Non-Executive Director
- Mike Hallissey, Chief Medical Officer
- Matthew Hopkins, Chief Executive
- Dame Julie Moore, Non-Executive Director
- Vicky Morris, Chief Nursing Officer until 31 July 2020 and from 1 September 2020 until 31 March 2021
- Sir David Nicholson, Chair
- Robert Toole, Chief Finance Officer
- Bill Tunnicliffe, Non-Executive Director
- Steve Williams, Non-Executive Director until 31 December 2020
- Mark Yates, Non-Executive Director until 31 March 2021



### Non-voting members of Trust Board

- Richard Haynes, Director of Communications and Engagement
- Colin Horwath, Associate Non-Executive Director
- Vikki Lewis, Chief Digital Officer
- Jo Newton, Director of Strategy and Planning from 27 April 2020
- Richard Oosterom, Associate Non-Executive Director
- Rebecca O'Connor, Company Secretary from 1st March 2021
- Tina Ricketts, Director of People and Culture
- Kimara Sharpe, Company Secretary until 31 December 2020
- Sarah Smith, Director of Strategy and Planning until 30 June 2020
- Sharon Thompson, Associate Non-Executive Director from January 2021

Details of all the Board members and their declaration of interests can be viewed on the Trust's website [www.worcsacute.nhs.uk/our-trust/our-board](http://www.worcsacute.nhs.uk/our-trust/our-board)

# Worcestershire Acute Hospitals Charity

Charity Registration Number 1054612

## Accounts for year ended 31 March 2021

The following data will be used throughout the Financial Statements:

- This year: 2020/2021
- Last year: 2019/2020

# Foreword

The Trust Board, as Corporate Trustee of the Charitable Fund, act as Trustees on behalf of the Trust in the management and administration of the Charity. These accounts have been prepared by the Trustees under section 98(2) of the National Health Service Act 1977 (as amended) in the forms which the Secretary of State has, with the approval of Treasury, directed.

## Worcestershire Acute Hospitals Charity

Worcestershire Acute Hospitals Charity 1054612 is registered with the Charity Commission and includes funds donated for the benefit of Worcestershire Acute Hospitals NHS Trust.

## Main purpose of the Charity

The main purpose of the Charitable Fund is to apply income for any charitable purpose relating to the National Health Service wholly or mainly for the services provided by Worcestershire Acute Hospitals NHS Trust.

## About Us

The Worcestershire Royal Hospital, The Alexandra Hospital and Kidderminster Hospital are a group of three hospitals working together under the umbrella of the Worcestershire Acute Hospitals Charity, registered charity number 1054612.

We put patients first in everything we do, by supporting the services of the Worcestershire Acute Hospitals NHS Trust which includes the Alexandra Hospital Redditch, Kidderminster Hospital, Worcestershire Royal Hospital, as well as community sites in Bromsgrove, Evesham, Malvern and Tenbury.

All funding provided by the charity is for over and above core NHS Trust services. Your donation is never used to replace NHS Trust services.



# Statement of Trustees' Responsibilities

## The trustees are responsible for:

- keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the funds of the charity and to enable them to ensure that the accounts comply with the requirements in the Charities Act 2011 and those outlined in the directions issued by the Secretary of State;
- establishing and monitoring a system of internal control, and safeguarding assets
- establishing arrangements for the prevention and detection of fraud and corruption

The trustees are required under the Charities Act 2011 and the Statement of Recommended Practice 2015: Accounting and Reporting by Charities to prepare accounts for each financial year which show a true and fair view of the charity's incoming resources and application of resources during the year, and of its state of affairs at the end of the year. In preparing those accounts, the trustees are required to:

- apply on a consistent basis suitable accounting policies

- make judgements and estimates which are reasonable and prudent
- state that applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts
- prepare the financial statements on the going concern basis, unless it is inappropriate to do so

The trustees confirm that they have met the responsibilities set out above and complied with the requirements for preparing the accounts:

- as far as they are aware, there is no relevant audit information of which the charity's auditors are unaware
- they have taken all appropriate steps as required in order to make themselves aware of any relevant audit information, and to establish that the charity's auditors are aware of that information

The financial statements set out on pages 40 to 61 have been compiled from and are in accordance with the financial records maintained by the trustees.

By Order of the Trustees

**Signed:** 

**Trustee:** R D Toole, Chief Finance Officer  
- for and on behalf of the Trustees

*\*the Board may authorise another trustee to sign in place of the Chairman.*

**Date:** 11 January 2022

## Unconsolidated statement of financial activities for year ended 31 March 2021

	Note(s)	Unrestricted funds £,000	Restricted income funds £,000	Year ended 2021 £,000	Year ended 2020 £,000
<b>Income from:</b>					
Donations and Legacies	3	349	1,096	1,445	544
Investments	3	-	-	-	71
<b>Total:</b>		<b>349</b>	<b>1,096</b>	<b>1,445</b>	<b>615</b>
<b>Expenditure on:</b>					
Charitable Activities	4	136	133	269	585
Fundraising Costs	4	115	-	115	7
Other	4	19	-	19	11
<b>Total:</b>		<b>270</b>	<b>133</b>	<b>403</b>	<b>603</b>
<b>Net Income before gains/(losses) on investments</b>		<b>79</b>	<b>963</b>	<b>1,042</b>	<b>12</b>
Gains and losses on investment assets		555	-	555	(188)
<b>Net movement in funds</b>	14	<b>634</b>	<b>963</b>	<b>1,597</b>	<b>(176)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward 1 April		1,237	1,775	3,012	3,188
Total funds carried forward		1,871	2,728	4,609	3,012



## Balance sheet as at 31 March 2021

	Note	Total this year £,000	Total last year £,000
<b>Fixed Assets</b>			
Investments	8	3,413	2,358
<b>Total fixed assets:</b>		<b>3,413</b>	<b>2,358</b>
<b>Current Assets</b>			
Debtors	9	-	-
Cash at bank and in hand	13	1,274	708
<b>Total current assets:</b>		<b>1,274</b>	<b>708</b>
Creditors: amounts falling due within one year	10	78	54
<b>Net current assets</b>		<b>1,196</b>	<b>654</b>
Total assets less current liabilities		4,609	3,012
<b>Total net assets</b>		<b>4,609</b>	<b>3,012</b>
<b>The funds of the Charity</b>			
Unrestricted funds	14	<b>1,871</b>	<b>1,237</b>
Restricted income funds	14	<b>2,738</b>	<b>1,775</b>
<b>Total charity funds</b>		<b>4,609</b>	<b>3,012</b>

The financial statements on pages 40 to 61 were authorised for issue by the Trustees on

Signed: 

Trustee: R D Toole

Date: 11 January 2022

## Cash Flow Statement 2020/2021

	Note	Year Ended 31 March 2021 £,000	Year Ended 31 March 2020 £,000
See Note 13			
<b>Cash flows from operating activities:</b>			
Net cash provided by (used in) operating activities	<b>13</b>	1,066	(55)
Cash flows from investing activities:			
Dividends, interest and rents from investments*	<b>3</b>	-	71
Purchase of investments		500	500
<b>Net cash provided by (used in) investing activities</b>		<b>(500)</b>	<b>(429)</b>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>566</b>	<b>(484)</b>
Cash and cash equivalents at the beginning of the reporting period	<b>13</b>	<b>708</b>	1,192
<b>Cash and cash equivalents at the end of the reporting period</b>	<b>13</b>	<b>1,274</b>	708

\* No Dividends paid in 2020/2021 due to being reinvested.

Investment fees are taken directly from Investment Dividends which are no longer paid to the Charity

# Notes to Accounts

## Note 1

### 1.1 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 Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The 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'.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. There are no material uncertainties affecting the current year's accounts.

### 1.2 Basis of accounting

The financial statements have been prepared under the historic cost convention, with the exception of investments which are included at fair value, in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP);

### 1.3 Changes to previous accounts

None.

## Note 2.1 Accounting policies

*The following accounting policies have been applied by the charity.*

### Incoming Resources

<b>Recognition of incoming resources</b>	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> <li>→ the charity becomes entitled to the resources;</li> <li>→ the trustees consider it probable they will receive the resources; and</li> <li>→ the monetary value can be measured with sufficient reliability.</li> </ul>
<b>Incoming resources with related expenditure</b>	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
<b>Legacies</b>	These are accounted for as income resources once the receipt of the legacy becomes reasonably certain. This will be once confirmation has been received from the representatives of the estates that payment of the legacy will be made or property transferred and once all conditions attached to the legacy have been fulfilled.
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the related goods or services have been delivered.
<b>Gifts in kind</b>	Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.
	Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.

	Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.
<b>Investment income</b>	This is included in the accounts if receivable.
<b>Fixed Asset investments</b>	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year. They are recognised at the market value as at the balance sheet date.
<b>Cash and Cash equivalents</b>	Cash at bank and in hand is held to meet the day to day running costs of the charity as they fall due. Cash equivalents are managed by our Investment Fund Managers and are always invested in Ethical Funds.
<b>Creditors</b>	Creditors are amounts owed by the Charity. They are measured by the amount the charity expects to have to pay to settle the debt.



## Note 2.2 Accounting policies

*The following accounting policies have been applied by the charity.*

### Expenditure And Liabilities

<b>Liability recognition</b>	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
<b>Support Costs</b>	Are those costs which do not relate directly to a single activity. These include some staff costs, costs of administration, internal and external audit costs and IT support. Support costs have been paid from general funds between fundraising costs and charitable activities on an appropriate basis. The analysis of support costs are shown in note 4.
	Governance costs are classified as a support cost and have therefore been apportioned between fundraising activities and charitable activities.
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
<b>Grants payable without performance conditions</b>	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
<b>Pension Contributions</b>	There were no pensions contributions.

## Structure Of Funds

<b>Restrictions</b>	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 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.
<b>Pooling Scheme</b>	The charity does not have an operational pooling scheme.

## Assets

<b>Tangible fixed assets for use by charity</b>	There were no tangible fixed assets.
<b>Investment Fixed Assets</b>	There were no property assets or quoted stocks and shares. Other investment fixed assets are shown at market value.

## Note 3 Income

		Year Ended 31 March 2021 £,000	Year Ended 31 March 2020 £,000
<b>3.1 Donations and Legacies</b>	<b>Analysis</b>		
	Donations from individuals or suppliers	<b>952</b>	<b>345</b>
	Legacies	<b>416</b>	<b>182</b>
	Donations via Just Giving	<b>77</b>	<b>17</b>
	<b>Total:</b>	<b>1,445</b>	<b>544</b>
<b>3.2 Investment Income</b>			
	CCLA quarter 1	-	<b>19</b>
	CCLA quarter 2	-	<b>19</b>
	CCLA quarter 3	-	<b>19</b>
	CCLA quarter 4	-	-
	Investment Fees (reinvested)*	-	<b>11</b>
	Income not accounted for in 18/19	-	<b>1</b>
	Bank account interest	-	<b>2</b>
	<b>Total:</b>	-	<b>71</b>

\*CCLA Dividends are paid directly into our Ethical Investment Fund so there is no income for 2020/2021 from CCLA Investment fees in 2020/2021 are taken directly from the Investment Dividends.

## Note 4 Resources expended

		Year Ended 31 March 2021 £,000	Year Ended 31 March 2020 £,000
	<b>Analysis</b>		
<b>4.1 Expenditure</b>	Audit/Independent Examination (see Note 5.2)	<b>2</b>	3
	Bought in services from NHS	<b>19</b>	16
	Computer Hardware and Software	<b>7</b>	5
	Functions for volunteers	-	1
	Furniture, Furnishing and Fittings	<b>29</b>	38
	Hire of Rooms (patient events)	-	1
	Investment Fees	-	11
	Medical and Surgical Equipment	<b>38</b>	139
	Office Equipment	-	1
	Other	<b>20</b>	7
	Patient functions and events	-	12
	Patient therapeutics	<b>11</b>	27
	Patients welfare and amenities	<b>28</b>	48
	Printing, Stationary, Books and Journals	<b>2</b>	1
	Rebuilding and refurbishment	<b>41</b>	84
	Research - Salaries	<b>36</b>	63
	Software Support for Charity*	<b>2</b>	-
	Staff education and resources	<b>12</b>	38
	Staff uniform enhancements	-	7
	Staff Welfare and amenities	<b>40</b>	8
	Subscription Fees including Memberships	<b>1</b>	1
	Salaries	-	85
	<b>Total:</b>	<b>288</b>	596

\* previously under Computer Hardware and Software

## Note 4 Resources expended

		Year Ended 31 March 2021 £,000	Year Ended 31 March 2020 £,000
	<b>Analysis</b>		
<b>4.2 Fundraising Costs</b>	Fundraising Salaries *	<b>111</b>	-
	Fundraising Consumables	-	2
	Fundraising Event Costs	<b>4</b>	5
	<b>Total:</b>	<b>115</b>	7
	*Shown under Salaries only for 2019/2020		
		Year Ended 31 March 2021	Year Ended 31 March 2020
<b>4.3 Changes in Resources Available for Charity Use</b>			
	<b>Net Movement in Funds for the Year</b>	<b>£,000</b>	<b>£,000</b>
	Unrestricted funds	<b>634</b>	(282)
	Restricted funds	<b>963</b>	106
	<b>Total:</b>	<b>1,597</b>	(176)



## Note 4 Resources expended

4.4 Analysis of Support Costs				
Net Movement in Funds for the Year	Expenditure	Governance Costs	Total 2021	Total 2020
	£,000	£,000	£,000	£,000
Expenditure prior to apportionment (if relevant)	133	19	152	791
Adjust for reappportionment of Support costs*	-	(19)	(19)	(18)
<b>Expenditure as restated</b>	<b>133</b>	<b>-</b>	<b>133</b>	<b>773</b>

\*All support costs are paid from the General Funds on a monthly basis

## Note 5 Details of certain items of expenditure

	2020/2021	2019/20
<b>5.1 Trustee expenses</b>		
Number of trustees who were paid expenses	-	-
No expenses paid during the year	-	-
<b>5.2 Fees for examination or audit of the accounts</b>		
	<b>Year Ended 31 March 2021 £,000</b>	<b>Year Ended 31 March 2020 £,000</b>
<b>Independent examiner's or auditor's fees for reporting on the accounts *</b>	<b>2</b>	<b>3</b>

\*External Audit fees for 20/21 were £11,400 as were higher than expected. In 21/22 £9,000 will be charged to the accounts for 20/21 Audit Fees.

## Note 6 Paid employees

The charity has no direct paid employees; staffing is provided by way of bought-in services re-charged from Worcestershire Acute Hospitals NHS Trust. This arrangement enables flexibility in the use of staff time between the Trust and its charity.

## Note 7 Grant making

7.1 Total value of grants		
Purpose for which grants made	Grants to institutions 2020/2021 Total £,000	Grants to institutions 2019/2020 Total £,000
Charitable purposes relating to the National Health Service in Worcestershire	403	603
<b>Total:</b>	<b>403</b>	<b>603</b>

7.2 Grants made to institutions		
Worcestershire Acute Hospitals Charity	Purpose	Total amount of grants paid £,000
Worcestershire Acute Hospitals NHS Trust: grants £1000 or over	Charitable purposes relating to the National Health Service in Worcestershire	16
Worcestershire Acute Hospitals NHS Trust: grants under £1000	Charitable purposes relating to the National Health Service in Worcestershire	387
	<b>Total grants to institutions:</b>	<b>403</b>

## Note 8 Investment assets

<b>8.1 Fixed assets investments</b>	
	<b>£,000</b>
Carrying (market) value at beginning of year	<b>2,358</b>
Add purchase of Investment	<b>500</b>
<b>Add/(deduct):</b> net gain/(loss) on revaluation	<b>555</b>
<b>Carrying (market) value at end of year</b>	<b>3,413</b>

<b>8.2 Analysis of investments</b>	<b>8.2</b>	
	<b>Year ended 31 March 2021 £,000</b>	Year ended 31 March 2020 £,000
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	<b>3,413</b>	2,358
<b>Total:</b>	<b>3,413</b>	2,358

<b>Breakdown of holdings at 8.2 above:</b>	<b>2020/2021 £,000</b>
COIF Ethical Fund	<b>3,413</b>
<b>Total:</b>	<b>3,413</b>

All investments were moved to the Ethical Investment Fund in January 2020 to ensure our Investments fully aligned to the Trust's Ethics and ensure the Charity does not invest in anything the NHS might deem inappropriate for Healthcare.

## Note 9 Debtors and prepayments

Analysis of debtors	Amounts falling due within one year		Amounts falling due after more than one year	
	2020/2021 £,000	2019/2020 £,000	2020/2021 £,000	2019/2020 £,000
Prepayments and accrued income	-	-	-	-
<b>Total:</b>	-	-	-	-

There was no accrued income this year as CCLA reinvest our dividends from January 2020.

## Note 10 Creditors and accruals

10.1 Analysis of creditors	Amounts falling due within one year		Amounts falling due after more than one year	
	2020/2021 £,000	2019/2020 £,000	2020/2021 £,000	2019/2020 £,000
Other creditors	78	54	-	-
<b>Total:</b>	78	54	-	-



## 10.2 Commitments, Liabilities and Provisions

The Trustees recognise liabilities in the accounts once they have incurred either a legal or constructive obligation to expend funds. **Commitments amount to £169k, as detailed below; there are no liabilities and provisions**

	£,000	£,000
<b>Total as at 31 March 2020</b>		111
<b>Amounts charged to SoFA in year 2020/2021</b>	111	
<b>Amounts released due to change in value</b>		(111)
<b>Still outstanding as at 31 March 2021</b>		-
<b>Items arising during the year ended 31 March 2021</b>		169
<b>Commitments as 31 March 2021</b>		<b>169</b>

This total relates to sums reserved where, for example, a purchase order has been raised for which no invoice has yet been received. This ensures that funds are not over-committed. The actual costs may differ from the amounts set aside to cover any liability. It is anticipated that £169k will be either charged to the SoFA in the year ended 31 March 2022 or released due to changes in value.

## 10.3 Security over assets - None

## Note 11

### There were no Endowment Funds in 2019/2020 but there were Restricted Funds

<b>Restricted Funds in Year 2020/2021</b>	<b>£,000</b>
	2,738

## Note 12

- The only transactions with related parties are with the Worcestershire Acute Hospitals as corporate trustee.
- The total paid to the Worcestershire Acute Hospitals in 2020/2021 was £866k and the amount owing as at 31<sup>st</sup> March 2020 was £78k.

## Note 13 Worcestershire Acute Hospitals Charity Cash Flow Statement 2020/2021

<b>13.1 Reconciliation of Net Movement in Funds to net cash flow from Operating Activities</b>	Year Ended 31 March 2021 £,000	Year Ended 31 March 2020 £,000
<b>Net Movement in Funds for reporting period (As per statement of Financial Activities)</b>	<b>1,042</b>	<b>12</b>
<b>Adjustments for:</b>		
Dividends, interest and rents from Investments	-	(71)
(Increase)/Decrease in debtors	-	19
Increase/(Decrease) in creditors	24	(15)
<b>Net cash provided by (used in) operating activities</b>	<b>1,066</b>	<b>(55)</b>

<b>13.2 Cash in hand</b>	Year Ended 31 March 2021 £,000	Year Ended 31 March 2020 £,000
Cash in hand	1,274	708
<b>Total Cash and cash equivalents</b>	<b>1,274</b>	<b>708</b>

## Note 14 Additional Disclosures

The following are significant matters which are not covered in other notes.

The Worcestershire Acute Hospitals Charity processed transfers between funds of £0k. This is due to Fund closures and mergers. These transfers do not effect the total funds carried forward figure.

### Details of Material Funds

#### 14.1 Unrestricted Funds

	Fund balance brought forward 1 April		Income		Expenditure		Fund balance carried forward 31 March	
	2020/2021 £,000	2019/2021 £,000	2020/2021 £,000	2019/2020 £,000	2020/2021 £,000	2019/2020 £,000	2020/2021 £,000	2019/2020 £,000
Specialist Medicine	162	155	135	20	15	13	282	162
Surgical	74	69	4	15	-	10	78	74
Women & Children	238	189	37	80	18	31	257	238
Specialised Clinical Services	230	246	36	64	51	80	215	230
Corporate	33	42	50	33	41	42	42	33
Other (Inc. General)	500	819	87	165	145	296	442	688
Investment Gain/Loss	-	-	555	-	-	188	555	(188)
	1,237	1,520	904	377	270	660	1,871	1,237

## 14.2 Restricted Funds

	Fund balance brought forward 1 April		Income		Expenditure		Fund balance carried forward 31 March	
	<b>2020/2021 £,000</b>	2019/2021 £,000	<b>2020/2021 £,000</b>	2019/2020 £,000	<b>2020/2021 £,000</b>	2019/2020 £,000	<b>2020/2021 £,000</b>	2019/2020 £,000
Specialist Medicine	<b>728</b>	619	-	127	<b>5</b>	18	<b>723</b>	728
Surgical	<b>491</b>	449	<b>4</b>	45	-	3	<b>495</b>	491
Specialised Clinical Services	<b>(1)</b>	20	<b>268</b>	21	<b>37</b>	42	<b>230</b>	(1)
Corporate	<b>556</b>	580	<b>814</b>	44	<b>91</b>	68	<b>1,279</b>	556
Other(Inc. General)	<b>1</b>		<b>10</b>	1	-		<b>12</b>	1
	<b>1,775</b>	1,668	<b>1,096</b>	238	<b>133</b>	131	<b>2,738</b>	1,775

### 14.3 Details of Material Funds - Restricted

Name of Fund	Description of the nature and purpose of each fund
<b>Avis Irene Austin Legacy - Rheumatology Only</b>	Any charitable purpose relating to Rheumatology.
<b>Cancer Alliance</b>	For the sole purpose of Patient Health and Wellbeing events.
<b>County Air Ambulance Trust</b>	For the sole purpose relating to costs associated with the new Helipad at the Worcestershire Royal Infirmary.
<b>COVID 19 - NHS Charities Together</b>	To support NHS staff, volunteers and patients.
<b>Eileen Dixon Legacy</b>	Any charitable purpose relating to Oncology, Alexander Hospital.
<b>F I Archer Legacy - Diabetes</b>	For the sole purpose of Diabetes Care.
<b>In Memory Mr Trevor Protheroe</b>	For the sole purpose of Equipment, Haematology, Worcester.
<b>Marjorie Capewell Legacy</b>	Any charitable purpose relating to Oncology, Alexander Hospital.
<b>Mrs Dorothy Hackney Legacy</b>	To purchase Cardiac Equipment only.
<b>Mrs Dorothy Hackney Legacy</b>	For purposes of Research into Myeloma and Heart Disease only
<b>Roger Bradley Legacy</b>	Any charitable purpose relating to Laurel 3 and Haematology.
<b>Rory The Robot</b>	To purchase a robotic surgical system.
<b>Walter &amp; Olive Baldock Asset Protection Trust</b>	Any charitable purpose relating to Kidderminster Hospital.
<b>Wellness Garden</b>	Any charitable purpose relating to the new Wellness Garden, Alexander Hospital.



## Note 15 Additional Disclosures

### Prior Year Analysis 2019/2020

#### Unconsolidated statement of financial activities for year ended 31 March 2020

	Unrestricted funds £,000	Restricted income funds £,000	Year ended 2020 £,000	Year ended 2019 £,000
<b>Income from:</b>				
Donations and Legacies	306	238	544	566
Investments	71	-	71	92
<b>Total:</b>	<b>377</b>	<b>238</b>	<b>615</b>	658
<b>Expenditure on:</b>				
Charitable Activities	369	131	500	531
Fundraising Costs	92	-	92	-
Other	11	-	11	15
<b>Total:</b>	<b>472</b>	<b>131</b>	<b>603</b>	546
<b>Net Income before gains/(losses) on investments</b>	<b>(95)</b>	<b>107</b>	<b>12</b>	112
Gains and losses on investment assets	(188)	-	(188)	104
<b>Total expended:</b>	<b>660</b>	<b>131</b>	<b>791</b>	442
<b>Net movement in funds</b>	<b>(283)</b>	<b>107</b>	<b>(176)</b>	216
<b>Reconciliation of funds:</b>				
Total funds brought forward 1 April	1,520	1,668	3,188	2,972
<b>Total funds carried forward</b>	<b>1,237</b>	<b>1,775</b>	<b>3,012</b>	3,188

# Independent Auditor's Report to the Trustees of Worcestershire Acute Hospitals Charity

## Opinion

We have audited the financial statements of Worcestershire Acute Hospitals Charity (the 'Charity') for the year ended 31 March 2021 which comprise Statement of Financial Activities, Balance Sheet, Cash Flow Statement and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 March 2021, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;

- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

## Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

## Other information

The other information comprises the information included in the Trustees' Annual Report, other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the

annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

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

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations

2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustees' report; or
- the Charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

## Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on page X the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as

applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

## Auditor responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

The procedures undertaken in order to identify and assess risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, are as follows:

- We have considered the nature of the industry and sector, control environment and Charity's performance;
- We have considered the results of our enquiries of management and those charged with governance about their own identification and assessment of the risks of irregularities;
- For any matters identified we have obtained and reviewed the Charity's documentation of their policies and procedures relating to:
  - ➔ identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;

- ➔ detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud; and
- ➔ the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations.

- We have considered the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud, which included incorrect recognition of income and accounting estimates, and these were identified as the greatest potential area for fraud.

In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the charitable company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts

and disclosures in the financial statements. The key laws and regulations we considered in this context included the Charities SORP (FRS 102) - Accounting and Reporting by Charities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and Charities Act 2011.

In addition, we have considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or to avoid a material penalty. These included the accounting requirements of the National Health Service Act 1977 (as amended) and Data Protection Regulations.

Our procedures to respond to the risks identified included the following:

- Reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Documenting and validating the control environment for income and carrying out walkthrough testing;

- Undertaking substantive sample-based testing or proof in total calculations on all material income streams to ensure income has been recognised appropriately and accurately;
- Enquiring of management and those charged with governance concerning actual and potential litigation and claims;
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- Reading and reviewing minutes of meetings of those charged with governance; and
- In addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; and assessing whether the judgements made in making accounting estimates are indicative of a potential bias.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.



Our audit procedures were designed to respond to risks of material misstatement in the financial statements, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from an error, as fraud may involve deliberate concealment by, for example, forgery, misrepresentations or through collusion. There are inherent limitations in the audit procedures performed and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it.

A further description of our responsibilities is available on the FRC's website at: <https://www.frc.org.uk/auditors/audit-assurance/auditor-s-responsibilities-for-the-audit-of-the-fi/description-of-the-auditor%E2%80%99s-responsibilities-for>. This description forms part of our auditor's report.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

## Other matters

It should be brought to the user's attention that the prior year financial statements were unaudited. An independent examination was undertaken in the prior year as required based on the total income that the charity received during the year.

## Use of our report

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

*Bishop Fleming LLP*

For and on behalf of Bishop Fleming LLP  
1-3 College Yard, Worcester, WR1 2LB.

**Date:** 14 January 2022

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



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