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**Wye Valley NHS Trust**  
**Umbrella Charity**

Registered Charity Number:  
1058898

Charitable Funds Committee

Annual Report 2021-22

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## **Appendix A – Statutory information**

## **1. Foreword**

The annual report makes reference to the Charity trustee. The trustee refers to Wye Valley NHS Trust as a corporate entity. The Executive Directors and Non-Executive Directors of the Trust Board share the responsibility for ensuring that the NHS body fulfils its duties as trustee in managing the charitable funds.

## **2. Introduction**

The trustee presents the Charitable Funds Annual Report and the independently examined financial statements for the year ended 31 March 2022.

The trustees' responsibilities are detailed in section 3 below.

Charitable funds received by the Trust are accepted, held and administered as funds held on trust by the corporate body for purposes relating to the health service in accordance with the National Health Service Act 1977 and the National Health Service and Community Care Act 1990.

Charitable funds may be used for any charitable purpose or purposes relating to the NHS, wholly or mainly for services provided at Wye Valley NHS Trust. Wye Valley NHS Trust is the trustee of the charitable funds. The Trust Board devolves responsibility for the on-going management of funds to the Charitable Funds Committee which administers the funds on behalf of the trustee.

**The trustee of the Charity would like to express its sincere appreciation to all the members of the public and organisations who made a donation to the trust during the year.**

## **3. Trustees' responsibility statement**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;

- state whether applicable accounting standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

## **4. Structure, governance and management**

### **4.1 Relationship with NHS Trust**

The Wye Valley NHS Trust Umbrella Charity was registered with the Charity Commission in October 1996 originally as Hereford Hospitals NHS Trust Umbrella Charity. It operates under registered charity number 1058898.

The charitable fund consists of a number of individual funds held, each with a designated remit or purpose, relating to particular wards and departments nominated by the donor. For each designated fund, the charity manages spending through local fund managers, (typically an operational unit manager) who oversee the use of the funds on a day-to-day basis within the boundaries of local guidance agreed by the trustee.

There were seven active funds held with balances as at 31 March 2022. These funds contained a number of sub-funds within which are designated for specific purposes such as a named department, ward or specialty. Four of the funds are held are unrestricted and three restricted. The three restricted funds relate to monies held for specific purposes and include a fund to benefit staff derived from Covid-19 related donations.

### **4.2 Appointment of trustee**

The Executive Directors and Non-Executive Directors of the Trust Board share the responsibility for ensuring that the NHS body fulfils its duties as trustee in managing the charitable funds. Non-Executive members of the Trust Board were appointed by NHS Improvement. Executive members are appointed by the Trust Board. Members are not individual trustees under Charity Law but act as agents on behalf of the trustee. The Members for 2021/22 are listed in Section 4.7 and again in Appendix A.

### **4.3 Nature of governance**

The Charitable Funds Committee met four times during the financial year and was required to:

- Approve the trustee annual report, annual financial statements and returns prepared in compliance with the requirements of the Charities Commission, ensuring that they are completed, audited and submitted.
- Ensure general stewardship by acting reasonably and prudently in all matters relating to Charitable Funds.
- Ensure that funds are invested to achieve as high a level of income as possible at low risk.
- Monitor the performance of deposits and investments.
- Ensure that proper accounting records are maintained which disclose with reasonable accuracy at any time the financial position of the funds held in trust.
- Ensure that systems of internal control and fraud prevention and detection are rigorous and constantly maintained.
- Ensure that income and property of the Charitable Fund is used for the purpose set out in the objects of the fund and that value for money is achieved.
- Avoid any unnecessary accumulation of funds unless there is a specific future use in mind which has been agreed by the budget holder with the approval of the Charitable Funds Committee.
- Oversee the implementation of Internal and Statutory Audit recommendations.
- Raise funds and invite and receive contributions which are consistent with the objects of the Charitable Fund.
- Publish an Annual Report of work carried out during the year and outline plans for the future.

### **4.4 Management of Charity**

The Committee oversees the work of the fund managers and has the power to revoke a fund manager's remit or, subject to any specific donor restriction, direct the use to which funds are put. These include the unrestricted central fund which incorporates funds held for general purposes. This fund represents monies available for distribution by the trustee at its discretion and are not restricted or designated for a specific purpose.

The Standing Orders of Wye Valley NHS Trust set out financial delegation limits. Designated fund managers, who are senior managers or clinicians, have delegated authority for each fund whilst other senior managers may be authorised signatories.

The Director of Finance is responsible for the day-to-day management and control of the administration of the charitable funds and reports to the Charitable Funds Committee. The accounting records and on-going administration of the funds are dealt with by the Finance Department of Wye Valley NHS Trust based at Harold Street Archive Office, Hereford.

The Secretary to the Committee is the Associate Director of Corporate Governance whose duties in this respect include taking the minutes and keeping a record of matters arising.

#### **4.5 Risks to which the Charity is exposed**

The Charity maintains a cautious approach to risk in its investment function and is therefore not materially exposed to risk. Funds are presently held as cash in instant access and notice accounts allowing access for funds to spend on charitable purposes.

The Charity's main risk factor relates to a potential reduction in future income. The Trustee seeks to mitigate this by limiting long-term financial commitments.

The Charity is not exposed to any risk in terms of longer term liabilities or commitments to meet future expenditure. Funds are utilised for the purpose of specific expenditure items rather than funding recurrent commitments.

#### **4.6 Operation of the Committee**

Standing orders require meetings of the committee to be held on at least a quarterly basis. During 2021/22 the Committee met on four occasions.

## 4.7 Committee membership and attendance

Membership of the Trust body		Meeting Attendance
Mr Frank Myers MBE	Committee Chair	4/4
Mr Jon Barnes	Chief Operating Officer	1/4
Mr Glen Burley	Chief Executive	3/4
Mr Andrew Cottom	Non-Executive Director	3/4
Mr Geoffrey Etule	Director of Human Resources	4/4
Mrs Lucy Flanagan	Chief Nursing Officer	2/4
Reverend Christobel Hargraves	Non-Executive Director	4/4
Mr Russell Hardy	Trust Chair	4/4
Mr Richard Humphries	Non-Executive Director	3/4
Mrs Jane Ives	Managing Director	4/4
Mr David Mowbray	Medical Director	0/4
Mrs Katie Osmond	Chief Finance Officer	4/4
Mr Andy Parker	Chief Operating Officer	1/1
Mrs Nicola Twigg	Non-Executive Director	1/1
<b>In Attendance</b>		
Mr Clive Andrews	Associate Director of Finance	4/4
Mr Alan Dawson	Director of Strategy and Planning	4/4
Ms Katie Farmer	Fundraising Manager	2/4
Mrs Rebecca Gratton	Associate Non-Executive Director	2/4
Mrs Erica Hermon	Associate Director of Corporate Governance	4/4
Mr Ian James	Associate Non-Executive Director	1/4
Mrs Frances Martin	Associate Non-Executive Director	3/4
Mrs Grace Quantock	Associate Non-Executive Director	4/4
Mrs Vicky Roberts	Executive Assistant	4/4
Mrs Nicola Twigg	Associate Non-Executive Director	3/3

Members of the committee are requested to disclose any interests for recording within the committee minutes.

## 4.8 Committee membership training and induction

New committee members undertake training and induction in their role as an Executive or Non-Executive Director. This includes the charity trustee role.

Executive and Non-executive Directors of Wye Valley NHS Trust are automatically members of the Board sub-committee governing charitable funds. The Trustee is the corporate body (the NHS Trust).

There were three new Executive and Non-Executive Directors appointed during 2021/22:

Katie Osmond, Chief Finance Officer, commenced June 2021.

Andy Parker, Chief Operating Officer, commenced March 2022.

Nicola Twigg, Non-Executive Director, commenced February 2022.

Two Directors left their trustee role during 2021/22, Howard Oddy, Director of Finance and Frank Myers, Non-Executive Director.

## **5 Objectives and Activities**

### **5.1 Objectives and Aims**

The object of the Charity is to apply income received from donations to any charitable purpose or purposes relating to the National Health Service as set out in the governing document. The trustee fulfils its legal duty by ensuring that funds are spent in accordance with the objects of each fund and in designating funds, the trustee respects the wishes of donors to benefit patient care and advance the good health and welfare of patients, carers and staff.

In order to provide the best possible service to the local population, the trust will on occasion, seek to raise resources through its charitable fund in pursuance of a specific goal or identified target. The trustee will ensure that funds raised for a specific purpose are applied appropriately.

The trustee has not set formal objectives other than the requirement that donations are spent in accordance with the object of the fund. The activities undertaken in pursuance of this policy are identified in the analysis of expenditure undertaken. Section 6.6 provides further information on expenditure made during the year. Whilst the trustee has previously focused on utilising monies raised for the benefit of patients and staff on an ongoing basis it has also taken a decision to support longer term fund raising with the aim of utilising funds to support larger scale developments considered as key to the trusts development. One example is the aspiration to develop a new Education Centre to support training and development of staff locally which in turn supports the development of locally based services.

The Charity operates within factors that it does not control which relate largely to the value of donations to the funds during a given period. The Charity minimises its on-going expenditure commitments in order to reflect this.

In order to verify adequate discharge of this function, the Charity trustee has prepared an annual report for the Board. The actions of the trustee in discharging its duties whilst having due regard to public benefit guidance published by the Charities Commission is provided in more detail in the following sections.

### **5.2 Significant activities**

The Charity's main objectives for 2021/22 mirror the strategic objectives identified in section 5.1.

The trustee has had due regard to Charities Commission guidance contained in the Charities (Accounts and Reports) regulations 2008 in relation to the delivery of public benefit.

In 2021/22 the committee approved the allocation of £448k of expenditure for charitable purposes (2020/21, £355k). This includes support costs of £12k (2020/21, £19k) which were incurred and £41k of expenditure in relation to



costs of raising funds (2020/21, £41k). The charitable funds received income of £730k during the year (2020/21, £372k). The income includes one significant legacy of £313k which has made a significant contribution to the increase in income. Overall, the total fund balance increased by £282k in-year (2020/21, £17k).

During the financial year the Charity continued to focus on the funds allocated through NHS Charities Together, to which the Trust had made previous successful bids. Phase 1 included public donations to the NHS and the money raised by Captain Tom Moore. Phase 2 was launched in 2021 and was dedicated to voluntary services in order to overcome the mental wellbeing issues caused by Covid across the local health system. The Charity agreed to apply for the funding on behalf of the Herefordshire and Worcestershire Integrated Care System.

The NHS Charities Together Phase 2 Grant went through the Charity's account and was transferred to the H&W CCG. The CCG commissioned a service to meet the grant requirements and managed the procurement process and contracting. This grant funding led to the creation of the Herefordshire and Worcestershire Wellbeing and Recovery College, based on a successful pilot of the scheme in Worcestershire. This was then extended to Herefordshire in its second phase and the service was live from the 1<sup>st</sup> November 2021.

In addition the committee received spending requests provided by business units which were subject to approval. Managers are briefed as part of their training on the process of requesting charitable funds and the format of applications by their business units for charitable funds.

The funds receive many donations from patients and their families specifically given to thank the nursing, medical and support staff. These are used for activities and training to reward and develop staff, often offering them the chance to attend conferences and courses which would not otherwise have been available to them. Charitable funds are also used to contribute in part or whole to the purchase of larger items enabling Wye Valley NHS Trust to improve its service to the people of Herefordshire.

### **5.3 Review of activities undertaken**

The main activities undertaken by the Charity relate to the purchase of goods and services to benefit the patients and staff of Wye Valley NHS Trust. Items purchased through charitable funds are designed to augment revenue expenditure undertaken by the Trust rather than replace it.

The Charity receives funds both through donations and bequests to support the work of the Trust. Donations made to specific funds are reflected in the fund balances and the resources are used for the purpose of the fund in question.

## **6. Achievements and Performance**

### **6.1 Operational Review**

The charities income rose significantly compared to 2020/21 reflecting significant contributions from NHS Charities Together and also a large increase in income from legacies. Income in 2021/22 was £730k (2020/21, 372k) of which legacies contributed £352k (2020/21, £73k). Of £377k received as donations and gifts, £218k related to the second tranche of NHS Charities Together phase 2 monies. This was passed through to the CCG to assist in funding the delivery of the Wellbeing and Recovery College.

The Charity continued to allocate NHS Charities Together Phase 1 funding as per its previous plan and this was almost completely spent by year end.

The Charity Trustee has continued to discuss options to deliver future benefits to Trust and specifically looking at larger value contributions towards significant developments that would also potentially involve specific fund raising. The schemes under consideration include the Breast care unit and expansion of the MacMillan Renton Unit. In addition, a proposal to develop a fundraising scheme to support the re-provision of the Education Centre within a dedicated on-site facility.

The charity continues to operate to provide benefits to staff and patients of Wye Valley NHS Trust through the provision of financial support for equipment and facilities.

### **6.2 Review of financial position**

As at the end of 31 March 2022, the Charity held the following investments regarding cash holdings:

- Monmouthshire Building Society (30 day notice) £84k  
(31/03/21, £84k)

In addition, the Charity held £1,557k in instant access cash accounts (31/03/21, £833k). This was held to cover the expenditure commitments at the year-end.

Support and administrative costs for 2021/22 were £12k (2020/21, £19k) which covers the costs of administration to manage the charity's portfolio of funds. This charge covers financial support (including systems) and the costs of an independent external examination to ensure governance is adhered too. The charge also covers associated staff costs to ensure timely processing of donations and expenditure.

The Trust incurred £41k (2020/21, £41k) on costs relating to the generation of voluntary income and donations. The Trust employs a professional Charitable Fundraiser to engage with the public and promote the Trust's fund raising efforts. The Trust does not currently have a formal policy in place to ensure that safeguards are in place to protect vulnerable people when carrying out

fund-raising activities over and above the existing provisions covering WVT staff. A policy is being prepared to address this. The Trust also maintains records of any complaints received and ensures that they are resolved satisfactorily. No complaints were received in 2021/22.

The balance of available funds totalled £825k at the 1 April 2021 and had increased to £1,107k as at 31 March 2022.

The Trust's principal source of funding is donations and legacies received and this constitutes the main factor affecting the Trust's ability to meet future demands on its charitable fund resources. The Trust has due regard to this fact when planning future expenditure.

### **6.3 Going concern**

The charity is a going concern. The charity's expenditure over previous years reflect its income and a planned reduction in the value of reserves in order to utilise donations but within the scope of the reserves policy. Charitable expenditure is flexed in order to reflect income received. The charities future liabilities do not exceed its ability to fund from existing funds. At the time of the report, the Charity has future commitments of £74k relating to committed expenditure on charitable activities and also continues to meet the cost of a Fundraiser on an ongoing basis.

### **6.4 Reserves Policy**

The Charity has a reserves policy approved in 2018/19. The Charity's reserves policy states that minimum funds must be held equating to six months of operating expenditure or £100k. The policy was implemented with effect from 1 April 2018. As at 31 March 2022, the charity had £1,023k in unrestricted fund balances (2020/21, £677k). The value of reserves held is now significantly higher than the minimum requirement. This is due to the receipt of a significant legacy resulting in an increase in funds held and also a decision to build up reserves as part of specific fund raising aims.

### **6.5 Funding sources**

Individual fundraising, donations and bequests:

Income of £377k was received during the year from donations (2020/21, £293k). Legacies of £352k were received (2020/21, £73k), and investment income totalled £1k (2020/21, £6k).

The following legacies were received as follows:

Table 1 – List of Legacies received

Legacy	Fund	Value - £k
Legacy 1	General Purpose	5
Legacy 2	Eye Unit	14
Legacy 3	Eye Unit	10
Legacy 4	Eye Unit	10
Legacy 5	General Purpose	313
<b>Total value of legacies received 2021/22</b>		<b>352</b>

Donations were received from a large number of sources and are analysed in to the following funds:

Table 2 – Donations by Fund

Fund	Value - £k
Emergency care	53
Endoscopy - Restricted	0
Integrated Family Health	34
Central Funds	28
Urgent Care	23
Central Funds - Restricted	239
<b>Total Donations</b>	<b>377</b>

Individual donations received in excess of £5,000 are also listed in the table below:

Table 3 – Donations in excess of £5k

Fund	Donor	£K
General Purpose	Hereford Lions Club	6.0
Maternity Bereavement Suite	3 Peaks Challenge - In Memory of	8.8
Integrated Care Division	Bromyard League of Friends	5.9
NHSCT Stage 2	NHS Charities Together Stage 2	213.9
Delivery Suite Refurb	Individual donor	25.0

The trustees of the Charity would like to express their sincere appreciation to all the members of the public and organisations who made a donation to the Trust during the year.

## 6.6 Expenditure

During the last 12 months, the trustee has approved expenditure amounting to £395k (2020/21, £295k).

The table below analyses the approved expenditure in to specific headings:

Table 4 – Main areas of expenditure

Areas of Expenditure	2021/22 - £k	2020/21 - £k
Patient welfare and amenities	65	124
Staff welfare and amenities	276	39
Staff training	36	6
Purchase of new equipment	18	125
<b>Total</b>	<b>395</b>	<b>294</b>

The table below provides an analysis of the high value individual items of expenditure incurred in 2021/22.

Table 5 – High value items purchased

Fund	Fund Name	Item Purchased	£k
CF35	NHSCT Stage 2	NHS CHARITIES TOGETHER PHASE 2	196
CF32	Covid 19 - Staff	ED Garden	29
CF17	Eye Unit	Nidek CEM-530 Specular Microscope	14
CF32	Covid 19 - Staff	EDC Renovations	14
CF32	Covid 19 - Staff	Halo Support - 12 Months	13
CF16	Integrated Care	Images/Designs - Dementia Friendly	10
CF32	Covid 19 - Staff	Interactive Screens	9
CF32	Covid 19 - Staff	Commemorative Art work	8

## 6.7 Investment policy

The Charity's investment policy followed in 2021/22 is as follows:

- Funds are held as cash on deposit – to reflect need for liquidity.
- The charity operates several deposit accounts with varying notice periods.
- Adoption of a prudent policy towards investment risk.

## 6.8 Fund balances

The Charity aims to ensure that all funds maintain a positive balance, which was the case in 2021/22.

## 7. Looking to the future

### 7.1 Future Plans

During 2021/22, the Charity worked to develop plans for a major fundraising initiative for the coming period. This centred on the development of a new dedicated Breast Unit at the County Hospital but as a national NHS Capital programme for Community Diagnostics Centres was announced it was felt that this scheme could be potentially delivered through NHS capital instead,

as part of a CDC in Hereford City. In March 2022 the Charity agreed to pause a fundraising campaign for a Breast Unit and began to focus on the developing scheme to deliver a new Education Centre on the County Hospital site and agreed to explore this proposal in more detail during 2022/23. This scheme was one of three proposals put to the Committee for consideration and was felt to be the next highest priority.

The Committee agreed to develop a strategic outline case for the Education Centre to consider the scale of building, location and costs.

## **7.2 Charitable donations**

The Trust is fortunate to receive charitable donations from patients, service users, members of the public and charities. This enables continued work to further enhance the facilities and provide additional equipment.

## **7.3 Impact of Covid-19**

The Covid-19 pandemic continued to have an impact on fundraising and income to charitable funds. This continued to be partially mitigated through the receipt of a share of funds raised nationally, through NHS Charities Together. Funds raised have been ring-fenced for the benefit of staff, patients and the public in line with the aims of national fund-raising.

The Charity aims to spend monies donated without adding significantly to reserves. Therefore any changes to income will be managed through necessary reductions in expenditure on equipment and staff and patient welfare.

## **8. Conclusion**

Based on the information presented and discussed at the Committee meetings during the year we have concluded that the Committee is operating in accordance with its Board-approved written Terms of Reference and Department of Health requirements. It has overseen the appropriate control and allocation of Charitable Funds at Wye Valley NHS Trust.



**Mr Frank Myers MBE**  
**Charitable Funds Committee Chairman**



**STATUTORY INFORMATION****Wye Valley NHS Trust Umbrella Charity**

Registered Charity Number:	1058898
Charity Name:	Wye Valley NHS Trust Umbrella Charity
Address:	Wye Valley NHS Trust County Hospital 27 Union Walk HEREFORD HR1 2ER
Members of Charity Trustee:	Mr Russell Hardy Mr Frank Myers MBE Mr Geoffrey Etule Mrs Katie Osmond Mrs Lucy Flanagan Mr Glen Burley Mrs Jane Ives Mr David Mowbray Mr Andy Parker Mr Jon Barnes Mr Richard Humphries Mr Andrew Cottom Mrs Nicola Twigg Reverend Christobel Hargraves
External Auditor:	Deloitte UK LLP Four Brindleyplace Birmingham B1 2HZ
Bankers:	Barclays Bank plc (Instant Access Deposit Account) Hereford Branch 1-3 Broad Street Hereford HR4 9BH.  Monmouthshire Building Society (30 day notice) Monmouthshire House John Frost Square Newport NP20 1PX.  Nationwide Building Society (Instant Access) PO Box 1111 Swindon SN3 1TH
Governing Document:	Declaration of Trust dated 2 October 1996
Operational Management of Charities administration:	Mrs Katie Osmond



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE WYE VALLEY NHS TRUST UMBRELLA CHARITY**

I report to the trustees on my examination of the accounts of The Wye Valley NHS Trust Umbrella Charity ("the Charity") for the year ended 31 March 2022 which comprise the statement of financial activities, the balance sheet and the related notes 1 to 11.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

### **Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the 2011 Act"). You are satisfied that your charity is not required by charity law to be audited and have chosen instead to have an independent examination.

I report in respect of my examination of your charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Michelle Hopton FCA  
for and on behalf of Deloitte LLP  
Leeds, United Kingdom

8 January 2024

Wye Valley NHS Trust Umbrella Charity		Charity No	1058898
Annual accounts for the period			
Period start date	01-Apr-21	To	31-Mar-22

## Section A Statement of financial activities

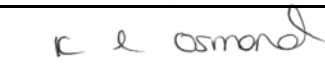
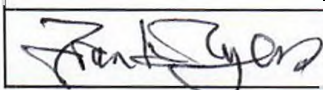
Recommended categories by activity	Note	Restricted		Prior year funds
		Unrestricted funds	income funds	
		£000	£000	£000
<b>Incoming resources</b>				
<b>Income and endowments from:</b>				
Donations and legacies	3.	489	240	366
Investments	3	1	0	6
<b>Total</b>		<b>490</b>	<b>240</b>	<b>372</b>
<b>Resources expended</b>				
<b>Expenditure on:</b>				
Raising funds	4.	41	0	41
Charitable activities	4.	94	301	295
Support costs	4.	9	3	19
<b>Total</b>		<b>144</b>	<b>304</b>	<b>355</b>
<b>Net (expenditure)/income before investment gains</b>		346	(64)	17
<b>Net (expenditure)/income</b>		346	(64)	17
<b>Other recognised (losses)/gains</b>				
<b>Net movement in funds</b>		346	(64)	17
<b>Reconciliation of funds:</b>				
Total funds brought forward		677	148	808
<b>Total funds carried forward</b>	10.	<b>1,023</b>	<b>84</b>	<b>825</b>

## Section B

## Balance sheet

	Note	Unrestricted funds £000	Restricted income funds £000	Total this year £000	Total last year £000
<b>Current assets</b>					
Investments	6.	84	0	84	84
Cash at bank and in hand	8.	1,473	84	1,557	833
<b>Total current assets</b>		1,557	84	1,641	917
<b>Creditors: amounts falling due within one year</b>					
	7.	534		534	92
<b>Net current assets</b>		1,023	84	1,107	825
<b>Total assets less current liabilities</b>		1,023	84	1,107	825
<b>Total net assets or liabilities</b>		1,023	84	1,107	825
<b>Funds of the Charity</b>					
Restricted income funds	10.		84	84	148
Unrestricted funds	10.	1,023		1,023	677
<b>Total funds</b>		1,023	84	1,107	825

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	Katie Osmond	13/12/23
	Frank Myers	

Note 1 **Basis of preparation**

*This section should be completed by all charities .*

**1.1 Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with 

✓
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 the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019.
- and with 

✓
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 the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

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

Confirmed
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**1.2 Going concern**

The charity is a going concern. The charity's expenditure in 2021/22 reflects income received plus a movement in the value of reserves within the scope of the reserves policy. Charitable expenditure is flexed in order to reflect income received. The charity does not have significant future liabilities it is obliged to meet.

The major funds held in each of these categories are disclosed in Note 10. 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 financial statements.

The accounts present a true and fair view and the accounting policies adopted are those outlined in note 2.

**1.3 Changes to accounting estimates**

No changes to accounting estimates have occurred in the reporting period.

**1.4 Material prior year errors**

No material prior year error have been identified in the reporting period.

## Note 2

## Accounting policies

## 2.1 INCOME

*This standard list of accounting policies has been applied by the charity except for those ticked "No" or "N/a". Where a different or additional policy has been adopted then this is detailed in the box below.*

<b>Recognition of income</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>it is more likely than not that the trustees will receive the resources; and</li> <li>the monetary value can be measured with sufficient reliability.</li> </ul>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Offsetting</b>	There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS [Financial Reporting Standard] 102 SORP [Statement of recommended practice] or FRS 102.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).  In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Legacies</b>	Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input checked="" type="checkbox"/>
<b>Tax reclaims on donations and gifts</b>	Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input checked="" type="checkbox"/>
<b>Donated goods</b>	Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.  The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.  Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.  Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.  Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input checked="" type="checkbox"/>
<b>Donated services and facilities</b>	Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.  Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SoFA.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input checked="" type="checkbox"/>
<b>Support costs</b>	The charity has incurred expenditure on support costs.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input checked="" type="checkbox"/>
<b>Income from interest, royalties and dividends</b>	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Income from membership subscriptions</b>	Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.  Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input checked="" type="checkbox"/>
<b>Settlement of insurance claims</b>	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP) and are included as an item of other income in the SoFA.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input checked="" type="checkbox"/>

**Investment gains and losses**

This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Yes	No	N/a
		✓

**2.2 EXPENDITURE AND LIABILITIES****Liability recognition**

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Yes	No	N/a
✓		

**Governance and support costs**

Support costs include governance costs. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Yes	No	N/a
✓		

The only governance costs incurred relate to the cost of the independent examination of the accounts and annual report. The cost incurred in the current and prior year was £1k.

**Grants with performance conditions**

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.

Yes	No	N/a
		✓

**Grants payable without performance conditions**

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Yes	No	N/a
		✓

**Redundancy cost**

The charity made no redundancy payments during the reporting period.

Yes	No	N/a
		✓

**Deferred income**

No material item of deferred income has been included in the accounts.

Yes	No	N/a
		✓

**Creditors**

The charity has creditors which are measured at settlement amounts less any trade discounts.

Yes	No	N/a
✓		

**Provisions for liabilities**

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

Yes	No	N/a
		✓

**Basic financial instruments**

The charity accounts for basic financial instruments on initial recognition as per paragraph 11.7 FRS 102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS 102 SORP.

Yes	No	N/a
✓		

**2.3 ASSETS****Tangible fixed assets for**

The charity has no tangible fixed assets.

Yes	No	N/a
		✓

**use by charity**

As there are no tangible assets, depreciation does not apply.

**Intangible fixed assets**

The charity has no intangible fixed assets, that is, no non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. Therefore amortisation rates and methods do not apply.

Yes	No	N/a
		✓

**Heritage assets**

The charity has no heritage assets, that is, no non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. Depreciation rates and methods do not apply.

Yes	No	N/a
		✓

**Investments**

Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments.

Yes	No	N/a
		✓
Yes	No	N/a
✓		

**Stocks and work in progress**

Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.

Yes	No	N/a
		✓

Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.

Yes	No	N/a
		✓

Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.

Yes	No	N/a
		✓

**Debtors**

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

		✓
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**Current asset investments**

The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.

Yes	No	N/a
✓		

They are valued at fair value except where they qualify as basic financial instruments.

Yes	No	N/a
✓		

## Note 3

## Analysis of income

		Unrestricted funds £000	Restricted income funds £000	Total funds £000	Prior year £000
Analysis					
Donations and legacies:	Donations and gifts	137	240	377	292
	Gift Aid			0	1
	Legacies	352		352	73
	<b>Total</b>	<b>489</b>	<b>240</b>	<b>729</b>	<b>366</b>
Income from investments:	Interest income	1		1	6
	<b>Total</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>6</b>
<b>TOTAL INCOME</b>		<b>490</b>	<b>240</b>	<b>730</b>	<b>372</b>

## Other information:

Total income includes legacies received to the value of £352k. This includes one significant legacy of £313k. The total value of donations also includes a donation of £214k from the NHS Charities Together national fund formed to distribute nationally received donations.

## Note 4

## Analysis of expenditure

Analysis	This year				Last year			
	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Unrestricted funds	Restricted income funds	Endowment funds	Total funds
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Expenditure on raising funds:</b>								
Fundraising agents	41	0		41	41	0	0	41
<b>Total expenditure on raising funds</b>	41	0	0	41	41	0	0	41
<b>Expenditure on charitable activities:</b>								
Patients welfare and amenities	56	9		65	109	16	0	125
Staff welfare and amenities	9	268		277	25	14	0	39
Staff Training	9	9		18	6	0	0	6
Contributions to NHS:				0	0	0	0	0
Purchase of new equipment	20	15		35	125	0	0	125
Miscellaneous				0	0	0	0	0
<b>Total expenditure on charitable activities</b>	94	301	0	395	265	30	0	295
<b>Expenditure on support costs:</b>								
Support and administrative costs	9	3		12	19	0	0	19
<b>Total</b>	9	3	0	12	19	0	0	19
<b>TOTAL EXPENDITURE</b>	144	304	0	448	325	30	0	355

## Other information:

## Analysis of expenditure on charitable activities and support costs:

Activity or programme	This year				Last year			
	Activities undertaken directly	Grant funding of activities	Support Costs	Total this year	Activities undertaken directly	Grant funding of activities	Support Costs	Total last year
	£000	£000	£000	£000	£000	£000	£000	£000
Patient welfare and amenities	65		12	77	125	0	8	133
Staff welfare and amenities	277			277	39	0	3	42
Staff training	18			18	6	0	0	6
Contributions to NHS				0	0	0	8	8
Purchase of new equipment	35			35	125	0	0	125
<b>Total</b>	395	0	12	407	295	0	19	314

Expenditure incurred during the year includes £196k paid to Hereford & Worcestershire CCG to fund the provision of a staff welfare support service. The service was funded from a donation from NHS Charities Together.

Support costs identified above includes governance costs of £1k in respect of the accounts external examination fee (2020/21, £1k). Support costs also includes administrative staff and office costs.



**Note 5** Details of certain items of expenditure**5.1 Fees for examination of the accounts**

Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).

Independent examiner's fees

This year	Last year
£000	£000
1	1

**Note 6**                      **Investment assets**

6.1 Please provide a breakdown of current asset investments, if applicable, agreeing with the balance sheet.

**Analysis of current asset investments**

Cash or cash equivalents

Total

This year	Last year
£000	£000
84	84
84	84

**Note 7** Creditors and accruals

*Please complete this note if the charity has any creditors or accruals.*

**7.1 Analysis of creditors**

Amounts falling due within one year		Amounts falling due after more than one year	
This year £000	Last year £000	This year £000	Last year £000
534	92	0	0
534	92	0	0

**Note 8                      Cash at bank and in hand****Short term cash investments (less than 3 months maturity date)****Short term deposits****Cash at bank and on hand****Other****Total**

<b>This year £000</b>	<b>Last year £000</b>
0	0
1,553	829
4	4
0	0
1,557	833

## Note 9

## Events after the end of the reporting period

*Please complete this note events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the*

	This year	Last year
Please provide details of the nature of the event	None identified	None identified
Provide an estimate of the financial effect of the event or a statement that such an estimate cannot be made	None.	None.

## Note 10

## Charity funds

## 10.1 Details of material funds held and movements during the CURRENT reporting period

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds'. The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

\* Key: R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds

Fund names	Type R or U*	Purpose and Restrictions	Fund balances brought forward	Income	Expenditure	Fund balances carried forward
			£000	£000	£000	£000
Urgent Care	U	Healthcare	114	179	(30)	263
Integrated Family Health	U	Healthcare	21	34	(11)	44
Central funds	U	Healthcare	78	190	(47)	221
Emergency Care	U	Healthcare	464	87	(56)	495
Central funds	R	Staff (related to Covid-19 donations)	130	214	(304)	40
Central funds	R	Delivery suite refurbishment	0	26	0	26
Emergency Care	R	Endoscopy	18	0	0	18
Total Funds			825	730	(448)	1,107

## 10.2 Details of material funds held and movements during the PREVIOUS reporting period

\* Key: R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds

Fund names	Type R or U*	Purpose and Restrictions	Fund balances brought forward	Income	Expenditure	Fund balances carried forward
			£000	£000	£000	£000
Urgent Care	U	Healthcare	138	13	(37)	114
Integrated Family Health	U	Healthcare	75	13	(67)	21
Central funds	U	Healthcare	176	67	(165)	78
Emergency Care	U	Healthcare	401	119	(56)	464
Central funds	R	Staff (related to Covid-19 donations)	0	160	(30)	130
Emergency Care	R	Endoscopy	18	0	0	18
Total Funds			808	372	(355)	825

# Note 11 Transactions with trustees and related parties

## 11.1 Trustee remuneration and benefits

In the period the charity trustees have received remuneration and benefits from Wye Valley NHS Trust which is linked to the charity.

Directors of the trustee	Legal authority (eg order, governing document)	Duration	Amounts paid or benefit value				
			Remuneration (bands of £5,000)	Pension related benefit (bands of £2,500)	Redundancy (including loss of office) /ex gratia	Other taxable benefits (nearest £100)	TOTAL (bands of £5k)
H Oddy	Director of Finance	To May '21	15-20				15-20
K Osmond	Chief Finance Officer	Started Jun-21	95-100	5-7.5			105-110
L Flanagan	Chief Nursing Officer		105-110	25-27.5			130-135
J Barnes	Chief Transformation and Delivery Officer (formerly Chief Operating Officer)	New post comm Mar-22	115-120	22.5-25			140-145
A Parker	Chief Operating Officer	Started Mar-22	5-10				5-10
G Burley	Chief Executive		45-50			1,600	45-50
J Ives	Managing Director		135-140	10-12.5		5,200	150-155
D Mowbray	Chief Medical Officer		180-185	40-42.5			220-225
G Etule	Chief People Officer		100-105	22.5-25		1,400	125-130
R Hardy	Chairman		15-20				15-20
F Myers MBE	Non Executive Director	To Feb-22	10-15				10-15
R Humphries	Non Executive Director		10-15				10-15
A Cottom	Non Executive Director		10-15				10-15
C Hargraves	Non Executive Director		10-15			1,100	10-15
N Twigg	Non Executive Director	Started Feb-22	0-5				0-5

Please give details of why remuneration or other employment benefits were paid.

The remuneration paid relates to trustees roles as Executive and Non-Executive Directors of Wye Valley NHS Trust which is the host body and beneficiary of the Wye Valley NHS Trust Umbrella Charity.

## 11.2 Trustee Director's expenses

If the charity has paid expenses to Director's for fulfilling their duties, details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box below. If there are transactions to report, please enter "False".

No trustee expenses have been incurred (True or False)

TRUE

## 11.3 Transaction(s) with related parties

Details of transactions undertaken by the charity in which a related party has a material interest, including where funds have been held as agent for related parties are detailed below. No donations were received from any of the charity trustees.

## This year

There were related party transactions in the reporting period

Name of the trustee or related party	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
		£000	£000	£000	£000
Wye Valley NHS Trust	Staff/patient welfare and equipment	448	534	0	0

*In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.*

Wye Valley NHS Trust makes payments on behalf of the charitable fund which are then fully reimbursed by the charity. All charitable purchases are made in line with procedures in place to authorise the use of funds. The arrangements for payment ensure that purchases are made in accordance with processes and systems in place ensuring financial governance and value for money. Funds to cover purchases by the charity are reimbursed to the trust.

*For any related party, please provide details of any guarantees given or received.*

No guarantees were given or received. Operating processes exist between the two related parties as described above.

## Last year

There were related party transactions in the reporting period

Name of the trustee or related party	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
		£000	£000	£000	£000
Wye Valley NHS Trust	Staff/patient welfare and equipment	355	92	0	0

*In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.*

Wye Valley NHS Trust makes payments on behalf of the charitable fund which are then fully reimbursed by the charity. All charitable purchases are made in line with procedures in place to authorise the use of funds. The arrangements for payment ensure that purchases are made in accordance with processes and systems in place ensuring financial governance and value for money. Funds to cover purchases by the charity are reimbursed to the trust.

*For any related party, please provide details of any guarantees given or received.*

No guarantees were given or received. Operating processes exist between the two related parties as described above.