

Oxleas NHS Foundation Trust
Charitable Fund
(Registered Charity No. 1061424)

Annual Report & Financial Statements Year Ended
31 March 2021

improving lives

Oxleas NHS Foundation Trust Charitable Fund
Annual Report & Financial Statements 2020-21

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Oxleas NHS Foundation Trust Charitable Fund (Registered Charity No. 1061424)

The Corporate Trustee presents the Charitable Fund Annual Report together with the Financial Statements for the year ended 31 March 2021 for the registered charity, prepared in accordance with Section 132 (1) of the Charities Act 2011 and The Charities (Accounts and Reports) Regulations 2008.

The Charitable Fund operates under a Declaration of Trust dated 17 February 1997. The aim of our Charity is to raise funds and attract donations that can be used to benefit a wide range of services provided by Oxleas NHS Foundation Trust. These include a wide range of healthcare provision including community services across a variety of locations such as people's homes, health centres, schools, prisons and hospitals. The Charitable Fund is an umbrella fund which is made up of 25 individual charitable funds (2019/20: 57 Funds). Oxleas NHS Foundation Trust is the Corporate Trustee of Oxleas NHS Foundation Trust Charitable Fund. In administering the objectives and activities of the fund, the Trustee gives careful consideration to the Charity Commission's general guidance on public benefit.

The following Directors of the Trustee are also members of Oxleas NHS Foundation Trust Board as at 31st March 2021:

Chairman	Andy Trotter	Chief Executive Matthew Trainer (until 15 th August 2021) Dr Ify Okocha (from 24 th August 2021)
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Vice Chair	Steve Dilworth	Deputy Chief Executive Dr Ify Okocha (until 24 th August 2021)
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Non-Executive Directors

Steve Dilworth
Stephen James (until 31st December 2021)
Jo Stimpson
Yemisi Gibbons
Nina Hingorani-Crain
Dr Suzanne Shale
Dr Amlan Basu (until 31st December 2021)
Jim Shaikh (from 1st January 2022)
Sophy Proctor (from 1st January 2022)

Executive Board Directors

Dr Ify Okocha
Jane Wells
Neil Springham (From 4th January 2021)
Michael Witney (until 30th November 2020)
Rachel Evans
Azara Mukhtar
Iain Dimond
Abimbola Fadipe (From 24th August 2021)
Tom Clark (From 24th August 2021)

Trustee recruitment, appointment and induction

Oxleas NHS Foundation Trust is the Corporate Trustee of Oxleas NHS Foundation Trust Charitable Fund. Trustees of Oxleas NHS Foundation Trust Charitable Fund are appointed from the board of Oxleas NHS Foundation Trust.

Key management personnel information

The Trustee has concluded that the Directors of the Trust and the Trust fund Directors comprise the key management personnel of the charitable funds as they are in charge of:

- Directing and controlling the charitable funds
- Running and operating the charitable funds on a day-to-day basis.

The Directors of the Trust give their time freely and did not receive any remuneration during the year. The Directors of the Trust are required to declare any potential conflict of interests. No conflicts of interest were declared that impacted upon the Charity. The Directors of the Trust have agreed that no separate committee to manage the Charity is required due to the size of the Charity. The day-to-day administration and control of the 25 individual accounts that make up the Charity are delegated to members of Trust staff who are best placed to recognise needs (Fundholders) and are in a relevant post to the Charitable Fund concerned.

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Individual Funds

The 57 funds were reorganised as at 1st April 2020 to leave 27 funds. Four new funds were set up in the restructure and 34 were closed. A further 2 funds were closed during the year.

Reserves Policy

Charitable Fund policy states that fund holders should endeavour to ensure that all donations should be expended within two years of receipt, except where funds are being saved for a specific purpose (either restricted or designated funds). The budget holders for each Trust fund are responsible for building reserves for their fund should this be deemed necessary, however at present no funds are saved for this purpose.

Risk Policy

The amount of funds held in respect of Charitable Funds is considered too small to support an investment portfolio. The Corporate Trustee does not consider there to be any major risks associated with the charitable funds due to the nature of the charitable activities undertaken. Funds spent during the year will be no more than the balance of reserves held.

Expenditure authorisation limits for Trust fund holders are standardised. This is now in line with the Trust's signatory authority matrix. This is to ensure that all expenditure for the Trust is authorised using the same processes throughout the Trust.

The charitable fund is reliant on voluntary income and donations to allow expenditure on charitable activities. If income falls then the expenditure would have to fall as a result of this. The NHS is also by its nature subject to changes in government policy and funding decisions, and so there is an inherent risk as a result of any unforeseen changes in the NHS.

Accounting

Oxleas NHS Foundation Trust provides accounting facilities for the Trust Funds. Each Charitable Fund has a unique code which is debited or credited at the time of a transaction. Transactions are processed through the ledger system. Any balance owing to or from the Fund is transferred between the Trust Fund Account and Oxleas' bank account during the financial year.

Investment Policy

£142,000 remains on deposit with Lloyds (April 2020: £450,000). Interest in 2020-21 was earned at 0.05% (2019/20: 0.80%) and was below £500 in total (2019/20: £4,000).

Financial Review

During the year charitable funds of £302,000 (2019/20: £42,000) were generated, whilst in the same year expenditure totalled £141,000 (2019/20: £155,000), resulting in net income of £159,000 (2019/20: £114,000 expenditure). Donations remain a considerable source of income to the funds with £294,000 of income, with the remainder coming from charitable activities and returns on investments. Charitable activities represent £141,000 of the expenditure. The charitable funds amount to £612,000 (2019/20: £451,000), which means that the funds can continue to be expended in line with the above policies.

The General Fund saw income of £177k through donations, whilst the Covid-19 fund received £110k through NHS Charities Together. £33k of the income to the Covid-19 fund was spent on rewarding staff for their hard work due to the pandemic in a combination of vouchers and 'wellness packs'. The Bracton fund continued to see large expenditure, with £18k spent on a combination of improving patients' communal areas and funding the Bracton Against Drugs Group.

How to contact us

Further information about particular funds can be obtained from the Senior Financial Accountant, in the first instance. Copies of the Annual Accounts for Oxleas NHS Foundation Trust Charitable Fund can be obtained by writing to the Director of Finance at the same address.

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Thank you

Given the difficulties during the Covid-19 pandemic, service users have benefited greatly from the generosity of family, friends, staff and the wider community who have made donations to the Trust funds and helped with fundraising efforts. Thank you also to our volunteers, 16 of whom manage our snack shops. The profits from the shop are put into two Trust funds; one for Adult mental health patients within Oxleas House and the other being the Trust fund for older people. The funds are usually used to pay for entertainers on the wards, emergency clothing and toiletries, and also to keep the gardens in good condition for our patients, visitors and staff. The funds are used to buy Christmas presents and Easter eggs for our elderly in patients and to fund day trips to various places i.e. seaside trips and places of interest. We fund BBQs for elderly inpatient wards and pay for themed party days throughout the year. The funds are also used for certain items of equipment on the ward and for celebrating special occasions for the patients. Due to the pandemic and as a result of social distancing and infection control measures, we did not operate the shops at the usual capacity and the number of activities were reduced along with gatherings of staff and patients. Funding received has been used across many funds to provide training and guidance for staff, meaning that the benefits do not solely apply to Oxleas NHS Foundation Trust but to society as a whole.

Oxleas NHS Foundation Trust

Our services cover; in the borough structure of Greenwich, Bexley and Bromley:

- Adult Mental Health (including the interests of those in forensic and prison services)
- Older People Mental Health
- Adult Community Health
- Children and Young People (both mental health and physical health services)
- Learning Disability
- Queen Mary's Hospital

How we organise ourselves: reference and administrative details

Charity Number

Our registered charity number is 1061424.

Registered Address

The charity is located at:
Oxleas NHS Foundation Trust
Pinewood House
Pinewood Place
Dartford
Kent
DA2 7WG

Our advisers

Independent Examiners

Grant Thornton LLP
30 Finsbury Square
London
EC2A 1AG

Bankers

Lloyds Bank
4th Floor
25 Gresham Street
London
EC2V 7HN

Internal Auditor

KPMG LLP
8th Floor East
15 Canada Square
London
E14 5GL

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How we manage your donations

The Charity makes grants from both its unrestricted and restricted funds to Trust staff for training purposes and issues other expenditure in relation to patient welfare, staff welfare and other expenditure. The largest 12 funds also incur an administration fee from Oxleas NHS Foundation Trust and the independent examination fees, apportioned across the funds by size.

Unrestricted funds: These funds are received by the charity with no particular preference expressed by the donors as to how the money should be spent, or ringfenced for a designated location, but into a fund where there are no restrictions on how this money should be spent.

Restricted funds: These are funds donated for a specific purpose expressed by the donor into either a new fund created for a specific purpose or an existing restricted fund and are spent as such.

What we plan to do with your donations: our future plans

The Charitable Fund policy states that fund holders should endeavour to ensure that all donations should be expended within two years of receipt, and we will continue to ensure that donations are spent on enhancing patient care by funding a wide range of activities and training over and above the core services and facilities that are funded by the NHS.

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Statement of Trustee responsibilities

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, subject to any material departures disclosed and explained in the financial statements;
- 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.

Approved on behalf of the Corporate Trustee



Azara Mukhtar

Director of Finance
Oxleas NHS Foundation Trust

31st January 2022

Independent examiner's report to the corporate trustee of Oxleas NHS Foundation Trust Charitable Fund

I report on the accounts of Oxleas NHS Foundation Trust Charitable Fund (the "charity") for the year ended 31 March 2021, which are set out on pages 1 to 19.

Independent examiner's statement

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

- which gives me reasonable cause to believe that in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act 2011; and
 - to prepare accounts which accord with the accounting records; and
 - to comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008

have not been met, or

- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Basis of independent examiner's statement

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

Respective responsibilities of corporate trustee and examiner

The charity's corporate trustee is responsible for the preparation of the accounts. The charity's trustee considers that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

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

Your attention is drawn to the fact that the charity's trustees have prepared the charity's accounts in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) issued in October 2019 in preference to the Statement of Recommended Practice 'Accounting and Reporting by Charities: Statement of Recommended Practice (revised 2005)' issued in April 2005 which is referred to in the Charities (Accounts and Reports) Regulations 2008 but has been withdrawn. I understand that the charity's trustees have done this in order for the charity's accounts to give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

Use of this report

This report is in respect of an examination carried out under section 145 of the Charities Act 2011. This report is made solely to the charity's corporate trustee, as a body, in accordance with the regulations made under section 154 of the Charities Act 2011. 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 trustee, as a body, for my work, for this report or for the opinions I have formed.



Sarah Ironmonger, FCPFA

Grant Thornton UK LLP
Chartered Accountants

Manchester

31 January 2022

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Statement of Financial Activities for the year ended 31 March 2021

	Note	2020/21 Unrestricted Funds £'000	2020/21 Restricted Funds £'000	2020/21 Total Funds £'000	2019/20 Unrestricted Funds £'000	2019/20 Restricted Funds £'000	2019/20 Total Funds £'000
Income and endowments							
Donations	4.1	183	111	294	16	2	18
Other trading activities	4.2	-	2	2	-	14	14
Interest Income	4.3	-	-	-	2	2	4
Other Incoming Resources	4.4	<u>2</u>	<u>4</u>	<u>6</u>	<u>5</u>	<u>1</u>	<u>6</u>
<u>Total Income</u>		<u>185</u>	<u>117</u>	<u>302</u>	<u>23</u>	<u>19</u>	<u>42</u>
Expenditure On:							
Raising funds	5.1	-	-	-	-	-	-
Charitable activities	5.2	<u>44</u>	<u>97</u>	<u>141</u>	<u>57</u>	<u>98</u>	<u>155</u>
Total expenditure		<u>44</u>	<u>97</u>	<u>141</u>	<u>57</u>	<u>98</u>	<u>155</u>
Net income		141	20	161	(34)	(79)	(114)
Transfers between funds		12	(12)	-	-	-	-
Net movement in funds		<u>153</u>	<u>8</u>	<u>161</u>	<u>(34)</u>	<u>(79)</u>	<u>(114)</u>
Reconciliation of funds							
Total funds brought forward		<u>219</u>	<u>232</u>	<u>451</u>	<u>253</u>	<u>311</u>	<u>564</u>
Fund balances carried forward		<u>372</u>	<u>240</u>	<u>612</u>	<u>219</u>	<u>232</u>	<u>451</u>

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Balance Sheet as at 31 March 2021

	Note	Unrestricted funds £'000	Restricted funds £'000	Total at 31 March 2021 £'000	Unrestricted funds £'000	Restricted funds £'000	Total at 31 March 2020 £'000
Current Assets							
Cash at bank and in hand		346	222	568	221	242	463
Debtors	10	<u>42</u>	<u>18</u>	<u>60</u>	-	<u>95</u>	<u>95</u>
Total Current Assets		<u>388</u>	<u>240</u>	<u>628</u>	<u>221</u>	<u>337</u>	<u>558</u>
Creditors							
Creditors: Liabilities falling due within one year	11	<u>(16)</u>	-	<u>(16)</u>	<u>(2)</u>	<u>(105)</u>	<u>(107)</u>
Net Current Assets		<u>372</u>	<u>240</u>	<u>612</u>	<u>219</u>	<u>232</u>	<u>451</u>
Total Net Assets		<u>372</u>	<u>242</u>	<u>612</u>	<u>219</u>	<u>232</u>	<u>451</u>
Funds of the Charity							
Restricted income funds	12	-	240	240	-	232	232
Unrestricted income funds	13	<u>372</u>	-	<u>372</u>	<u>219</u>	-	<u>219</u>
Total Charity Funds		<u>372</u>	<u>240</u>	<u>612</u>	<u>219</u>	<u>232</u>	<u>451</u>

The notes on pages 12 to 19 form part of these accounts.

Approved on behalf of the Corporate Trustee



Azara Mukhtar
Director of Finance
Oxleas NHS Foundation Trust

31st January 2022

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Statement of Cash Flows for the Year Ending 31st March 2021

	Note	Year Ended 31 st March 2021 £000	Year Ended 31 st March 2020 £000
Cash flows used in operating activities:			
Net Cash used in operating activities	15	105	(138)
Interest Income	4.3	-	<u>4</u>
Net cash used in investing activity		-	<u>4</u>
Change in cash and cash equivalents in the year		105	(134)
Cash and cash equivalents at the beginning of the year		463	597
Total cash and cash equivalents at the end of the year		568	463

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Notes to the Accounts

1 Accounting Policies

1.1 Basis of preparation

These financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (FRS 102), applicable United Kingdom Financial Reporting Standards (FRS 102) and the Charities Act 2011. The Trustee considers that the going concern basis is an appropriate basis on which to prepare these financial statements. No significant judgements have been exercised in preparing the financial statements as none of the charity's operations require such judgement, similarly there are no key sources of estimation uncertainty.

The charity constitutes a public benefit entity as defined by charities SORP (FRS 102).

1.2 Income

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

When there are terms or conditions attached to income then these terms or conditions must be met before the income is recognised as the entitlement condition will not be satisfied until that point. Where terms and conditions have not been met or uncertainty exists as to whether they can be met then the relevant income is not recognised in the year but deferred and shown on the balance sheet as deferred income. The above applies to all sources of income that appear on the Statement of Financial Activity, being Donations, Other trading activities, Interest income and Other incoming Resources.

1.3 Funds structure

Oxleas NHS Foundation Trust Charitable Fund comprises 'restricted income' and 'unrestricted income' funds. Where there is a legal restriction on the purpose to which a fund may be put, the fund is classified in the accounts as a restricted fund. All 'unrestricted' funds can be spent at the Trustee's discretion. The major funds and material funds held in this category are disclosed in notes 12 and 13 of the Accounts. The Charity has no 'endowment funds'.

1.4 Expenditure and irrecoverable VAT

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to each category of expense shown in the Statement of Financial Activities. All expenditure is recognised once there is a legal or constructive obligation committing the Charity to make payment to a third party. VAT is irrecoverable and is charged against the category of resources expended for which it was incurred.

1.5 Analysis of governance and support costs

The Charitable Fund was charged £4,800 by Oxleas NHS Foundation Trust (2019/20: £4,800) to cover the cost of Fund management and administration as no staff are directly employed by the charity, and is charged £4,800 as an Independent examination fee by Grant Thornton UK LLP. The cost is apportioned between the largest twelve funds based on individual balances at the start of the financial year. Governance costs relate to the independent examination fee. The apportioned governance costs relating to restricted funds are accounted for under restricted funds and the apportioned governance costs for unrestricted funds are accounted for under unrestricted funds. These costs are included within the total cost of 'charitable activities'.

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1.6 Costs of raising funds

The costs of raising funds are those attributable to raising income for the Charity. They represent fundraising costs.

1.7 Charitable activities

Expenditure on activities for the ongoing benefit of patients and staff are charged directly to Charitable Activities, as are all costs incurred in the pursuit of the charitable objects of the charity.

1.8 Cash and cash equivalents

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

1.9 Creditors

Creditors are amounts owed by the charity. They are measured at the amount that the charity expects to have to pay to settle the debt.

1.10 Debtors

Debtors are amounts owed to the charity. They are measured at the amount that the charity expects to receive to settle the debt.

2. Prior year comparatives by type of fund

The primary statements provide prior year comparatives in total; notes 4,5,12 and 13 provide prior period comparatives for the Statement of Financial Activities and the Balance Sheet for each of the types of fund held.

3. Related Party Transactions

Neither the Corporate Trustee or key management staff or parties related to them have undertaken any material transactions with Oxleas NHS Foundation Trust Charitable Fund during the financial year or received any benefit from the Charity in payment or kind. Payments to Oxleas NHS Foundation Trust for expenditure incurred on the Charity's behalf are made periodically throughout the year, including a payment of £4,800 to Oxleas NHS Foundation Trust for administration and management costs during the financial year (2019/20: £4,800). In total £16k was owing to Oxleas NHS Foundation Trust at year end (2019/20: £100k). During the year 2 payments were made from Oxleas NHS Foundation Trust to the Oxleas NHS Foundation Charitable Fund totalling £110,105.14 (2019/20: 2 payments totalling £14,111.85), with 7 payments made from the Oxleas NHS Foundation Trust Charitable Fund to Oxleas NHS Foundation Trust totalling £173,190.22 (2019/20: 9 payments totalling £162,231.26).

4. Analysis of income and endowment from generated funds

4.1 Income from Donations

	2020/21 Unrestricted funds £000	2020/21 Restricted funds £000	2020/21 Total £000	2019/20 Unrestricted funds £000	2019/20 Restricted funds £000	2019/20 Total £000
Donations						
General Purpose	177	-	177	10	-	10
Covid-19	-	110	110	-	-	-
Other Funds	6	1	7	6	2	8
Total	183	111	294	16	2	18

Donations from individuals are gifts from members of the public, relatives of patients, NHS Charities Together and staff.

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4.2 Other Trading Activities

	2020/21 Unrestricted funds	2020/21 Restricted funds	2020/21 Total	2019/20 Unrestricted funds	2019/20 Restricted funds	2019/20 Total
		£000	£000	£000	£000	£000
Fundraising						
Greenwich	-	1	1	-	11	11
Older People						
Greenwich	-	1	1	-	3	3
Adults						
Total	-	2	2	-	14	14

4.3 Interest Income

£478 interest was earned on the Trust Funds for 2020/21 (2019/20: £4,000).

Interest is apportioned between all charitable funds based on their balance at the end of each month throughout the financial year.

4.4 Other Incoming Resources

	2020/21 Unrestricted funds	2020/21 Restricted funds	2020/21 Total	2019/20 Unrestricted funds	2019/20 Restricted funds	2019/20 Total
	£000	£000	£000	£000	£000	£000
	2	-	2	4	-	4
Postgraduate Fund						
Pharmacy Fund	-	4	4	-	1	1
Child & Adolescent Psychotherapy	-	-	-	1	-	1
Total	2	4	6	5	1	6

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5. Analysis of charitable expenditure

5.1 Charitable Activities

	2020/21 Unrestricted funds £000	2020/21 Restricted funds £000	2020/21 Total £000	2019/20 Unrestricted funds £000	2019/20 Restricted funds £000	2019/20 Total £000
Patient Welfare						
Bracton	-	18	18	-	33	33
Bexley General	10	-	10	-	-	-
Bromley General	10	-	10	-	-	-
Child Services	-	9	9	-	-	-
Other Funds	11	20	31	14	38	52
	31	47	78	14	71	85
Staff Welfare						
Forensic	-	-	-	29	-	29
Psychiatry	-	34	34	-	-	6
Covid-19 fund	8	-	8	2	19	3
Other Funds	8	34	42	31	19	50
Other Expenditure						
Bracton	-	6	6	-	-	-
Greenwich	-	3	3	-	-	-
OPMH	-	3	3	9	2	11
Other Funds	-	12	12	9	2	11
Governance Costs	5	4	9	3	6	9
Total	44	97	141	57	98	155

Governance costs of £4,800 for the 2020/21 independent examination fee (2019/20: £4,800) and a £4,800 recharge of administrative costs from Oxleas NHS Foundation Trust (2019/20: £4,800) have also been added to Charitable activities expenditure in 2020/21, giving the total expenditure of £141,000 in the Statement of Financial Activities.

6. Role of Volunteers

We have 16 volunteers who manage our two snack shops, one based in the Memorial Hospital, and one in Oxleas House. The profits from the shop are put into two Trust funds one for adult mental health patients within Oxleas House and the other being the Trust fund for Older people. The funds are usually used to pay for entertainers on the wards, emergency clothing and toiletries, and to keep the gardens in good condition for our patients, visitors and staff. The funds are also used for certain items of equipment on the ward and for celebrating special occasions for the patients. The funds received this year in the snack shops is lower than previous years due to the pandemic reducing footfall.

7. Trustees remuneration, benefits and expenses

The Directors of the Charity's Corporate Trustee give their time freely and receive no remuneration for the work that they undertake as trustees. No expenses were claimed by the Directors of the Corporate Trustee in the period.

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8. Independent examiner's remuneration

The independent examiner's remuneration of £4,800 (2019/20: £4,800) related solely to the independent examination with no other additional work being undertaken.

9. Transfers between Funds

On 1st April 2020 the Charitable funds were reorganised to better reflect the organisation and it's needs. As a result of this change £12k was transferred from restricted funds to unrestricted funds (2019/20: None). The advice of The Charities Commission was taken prior to making these changes.

10. Analysis of Current Assets

	2020/21	2019/20
	Total	Total
	£000	£000
Prepayments	60	95
Total	60	95

11. Analysis of Current Liabilities

	2020/21	2019/20
	Total	Total
	£000	£000
Independent examiners' fee accrual	5	5
Amounts due to Oxleas NHS Foundation Trust	11	100
Other Creditors	-	2
Total	16	107

No special conditions apply to the amount due to Oxleas NHS Foundation Trust.

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12. Analysis of restricted funds

The following funds, shown separately below, are considered material in respect of the size of their opening/closing balances.

	Balance	Resources		Transfers	Balance
	1 April	Incoming	Expenditure		31 March
	2020				2021
	£000	£000	£000	£000	£000
Pharmacy*	71	4	(1)	-	74
Bracton Fund*	25	-	(25)	-	-
Covid-19*	-	110	(36)	-	74
QMS Medical Education	35	-	(2)	-	33
Other funds (13)	101	3	(33)	(12)	59
Total	<u>232</u>	<u>117</u>	<u>(97)</u>	<u>(12)</u>	<u>240</u>

* The Bracton fund is a reward group for those residents who are working towards giving up the use of illicit substances. The Pharmacy fund and QMS Medical Education are to provide staff training and welfare, whilst Covid-19 was formed due to funding received from NHS Charities Together and is specifically to support staff during the pandemic.

	Balance	Resources		Transfers	Balance
	1 April	Incoming	Expenditure		31 March
	2019				2020
	£000	£000	£000	£000	£000
QMS Medical Education*	37	-	(2)	-	35
Pharmacy*	69	2	(-)	-	71
Bracton Fund*	63	-	(38)	-	25
Other funds (20)	142	17	(58)	-	101
Total	<u>311</u>	<u>19</u>	<u>(98)</u>	<u>=</u>	<u>232</u>

*The purpose of QMS Training & Education and Pharmacy funds are for staff training only. The Bracton fund is a reward group for those residents who are working towards giving up the use of illicit substances.

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13. Analysis of unrestricted funds

	Resources				
	Balance 1 April 2020 £000	Incoming £000	Expenditure £000	Transfers £000	Balance 31 March 2021 £000
General Purpose*	21	178	(6)	-	193
Estates General*	-	2	(2)	56	56
Forensic Psychology*	51	1	(3)	-	49
Postgraduate*	27	2	(1)	-	28
Other funds (5)	<u>120</u>	<u>2</u>	<u>(32)</u>	<u>(44)</u>	<u>46</u>
Total	<u>219</u>	<u>185</u>	<u>(44)</u>	<u>12</u>	<u>372</u>

- * The General Purpose fund is held to support any expenditure approved but not in line with the other purposes of an existing fund. The Estates General fund is to fund expenditure on property held by NHS Foundation Trust. The purpose of Forensic Psychology is for research, staff support and education. The Postgraduate fund is for the further education and training of medical staff.

	Resources				
	Balance 1 April 2019 £000	Incoming £000	Expenditure £000	Transfers £000	Balance 31 March 2020 £000
Forensic Psychology*	55	-	(4)	-	51
Forensic Psychiatry*	29	-	(29)	-	-
Postgraduate*	24	5	(2)	-	27
Other funds (31)	<u>145</u>	<u>18</u>	<u>(22)</u>	<u>-</u>	<u>141</u>
Total	<u>253</u>	<u>23</u>	<u>(57)</u>	<u>-</u>	<u>219</u>

- *The purpose of Forensic Psychology and Forensic Psychiatry are for research, staff support and education. The Postgraduate fund is for the further education and training of medical staff.

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14. Connected Organisations

Oxleas NHS Foundation Trust is the Corporate Trustee of Oxleas NHS Foundation Trust Charitable Fund. Trustees of Oxleas NHS Foundation Trust Charitable Fund are appointed from the Board of Oxleas NHS Foundation Trust.

Oxleas NHS Foundation Trust provides services in Greenwich, Bexley, Bromley, Prison Health services across South London and Kent along with Specialist Forensic Mental Health Services (inpatient and community).

Our services cover; in the borough structure of Greenwich, Bexley and Bromley:

- Adult Mental Health (including the interests of those in forensic and prison services)
- Older People Mental Health
- Adult Community Health
- Children and Young People (both mental health and physical health services)
- Learning Disability
- Queen Mary's Hospital
- Forensic and Prison Health

The Trustee has concluded that the Directors of the Trust and the Trust fund directors comprise the key management personnel of the charitable funds as they are in charge of:

- Directing and controlling the charitable funds
- Running and operating the charitable funds on a day-to-day basis.

The income and surplus/ deficit figures from the accounts of Oxleas NHS Foundation Trust are summarised below. The accounts can be found at:

<http://oxleas.nhs.uk/about-us/trust-publications/>

Oxleas NHS Foundation Trust			
2020/21		2019/20	
Total Income £000	Deficit £000	Total Income £000	Deficit £000
369,258	7,804	297,252	2,175

15. Reconciliation of net movement in funds to cash used in operating activities

	2020/21 Total	2019/20 Total
	£	£
Net movement in funds	161	(103)
Adjustments for:		
Deduction in bank interest shown in investments	-	(14)
Decrease/ (increase) in debtors	35	(95)
(Decrease)/ increase in creditors	(91)	74
Net cash used in operating activities	<u>105</u>	<u>(138)</u>

16. Post Balance Sheet Events

There were no post balance sheet events.

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Ways in which to support our charity

Donations can be made in the following ways:-

Direct into the bank account

Please contact Oxleas NHS Foundation Trust finance department on 01322 625798 in order to discuss the donation and obtain our bank details.

By post

Please send a cheque, made payable to 'Oxleas NHS Foundation Trust', and include on the back of the cheque the funds that you would like to donate to so that we can arrange an internal transfer from there. Please send this cheque to:

Oxleas NHS Foundation Trust
Finance Department
Pinewood House
Pinewood Place
Dartford
Kent
DA2 7WG

By donation/fundraising on our behalf

For example by opening a Just Giving page. If you are an individual, group or organisation who is interested in raising money on behalf of the Charity please contact Oxleas finance on 01322 625798 for help and support with your planned event.

Gift aid

Gift aid allows us to increase the value of your donations at no extra cost to you. For every pound donated to us we can get an extra 25 pence from HM Revenue and Customs helping your donation go further. The only condition in doing this is that you are a UK tax payer. In order to allow us to claim Gift aid simply advise us at the time of making your donation and provide us with your full name and address.