

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

Annual Report & Financial Statements Year Ended  
31 March 2024

*improving lives*

Oxleas NHS Foundation Trust Charitable Fund  
Annual Report & Financial Statements 2023/24

**Annual Report & Financial Statements 2023/24**

**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 2024 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 mental health and 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 26 individual charitable funds (2022/23: 26 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 31<sup>st</sup> March 2024:

**Chairman**      Andy Trotter      **Chief Executive** Dr Ify Okocha

**Vice Chair**      Steve Dilworth

**Non-Executive Directors**

Steve Dilworth  
Sophy Proctor  
Jo Stimpson  
Nina Hingorani-Crain  
Dr Suzanne Shale  
Jim Shaikh

**Executive Board Directors**

Dr Ify Okocha  
Jane Wells  
Neil Springham  
Rachel Evans  
Azara Mukhtar  
Iain Dimond  
Abimbola Fadipe

**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 26 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

There were 26 individual funds as at 1<sup>st</sup> April 2023 and 26 as at 31<sup>st</sup> March 2024.

### Reserves Policy

Charitable Fund policy states that fund holders should endeavour to ensure that all donations should be expended when possible in line with the wishes of the donor, except where funds are being saved for a specific purpose (either restricted or designated funds). The money is not generated or donated to stay in the bank. 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 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 2023: £142,000). Interest in 2023/24 was earned at between 3% and 5% (2022/23: 1%) and was £6,964 in total (2022/23: £1,418).

### Financial Review

During the year charitable funds of £59,000 (2022/23: £21,000) were generated, whilst in the same year expenditure totalled £119,000 (2022/23: £80,000), resulting in net expenditure of £60,000 (2022/23: £59,000 net expenditure). Donations remain a considerable source of income to the funds with £32,000 of income, with the remainder coming from charitable activities and returns on investments. Charitable activities represent £110,000 (92%) of the expenditure. The charitable funds amount to £391,000 (2022/23: £451,000), which means that the funds can continue to be expended in line with the above policies.

The Covid-19 fund saw a further £25k donation from NHS Charities Together, whilst the Greenwich Adults/ OPMH funds saw £10k of income through fund raising (largely the snack shops) as these returned to pre pandemic levels. £52k of expenditure was through 'Staff Assemblies', designed to make Oxleas NHS Foundation Trust a better place to work, whilst the Charitable fund entered a new agreement to sponsor the 'South London Special League' at £6k per annum for 3 years, which is used by a number of Oxleas service users.

### 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

The Trust would like to thank our volunteers, 8 of whom manage our snack shops. Any 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 also used to fund day trips to various places i.e. seaside trips and places of interest. We help pay towards decorations and food 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.

### Oxleas NHS Foundation Trust

We offer a wide range of health and social care services to people living in south London; parts of Kent and South West England.

We are organised into six clinical directorates:

- Adult Acute and Crisis Mental Health
- Adult Community Mental Health
- Adult Community Physical Health
- Children and Young People's Services
- Adult Learning Disability
- Forensic and Offender Health Services

### 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 UK LLP  
30 Finsbury Square  
London  
EC2A 1AG

##### Bankers

Lloyds Bank  
4<sup>th</sup> Floor  
25 Gresham Street  
London  
EC2V 7HN

##### Internal Auditor

KPMG LLP  
8<sup>th</sup> 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. This administration fee and the independent examination fees are 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. The pandemic affected activities during 2020-2022 financial years due to Infection Prevention and Control guidance. As this guidance eased in 2023/24, we expect to see our funds expended in line with the above policy.

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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

Chief Financial Officer  
Oxleas NHS Foundation Trust

9<sup>th</sup> January 2025

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## 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 2024, which are set out on pages 8 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;
  - 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 trustee has 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 trustee 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.

*Ade Oyerinde*

**Ade O. Oyerinde, FCCA**

Grant Thornton UK LLP  
Chartered Accountants  
London  
14 January 2025

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**Statement of Financial Activities for the year ended 31 March 2024**

		2023/24	2023/24	2023/24	2022/23	2022/23	2022/23
	Note	Unrestricted Funds £'000	Restricted Funds £'000	Total Funds £'000	Unrestricted Funds £'000	Restricted Funds £'000	Total Funds £'000
Income and endowments							
<b>Donations</b>	<b>4.1</b>	4	28	<b>32</b>	3	11	<b>14</b>
<b>Other trading activities</b>	<b>4.2</b>	-	11	<b>11</b>	-	2	<b>2</b>
<b>Interest Income</b>	<b>4.3</b>	4	3	<b>7</b>	1	-	<b>1</b>
<b>Other Incoming Resources</b>	<b>4.4</b>	<u>4</u>	<u>5</u>	<u>9</u>	-	<u>4</u>	<u>4</u>
<b><u>Total Income</u></b>		<b><u>12</u></b>	<b><u>47</u></b>	<b><u>59</u></b>	<b><u>4</u></b>	<b><u>17</u></b>	<b><u>21</u></b>
Expenditure On:							
<b>Raising funds</b>		-	-	-	-	-	-
<b>Charitable activities</b>	<b>5.1</b>	<u>78</u>	<u>41</u>	<u>119</u>	<u>32</u>	<u>48</u>	<u>80</u>
Total expenditure		<b><u>78</u></b>	<b><u>41</u></b>	<b><u>119</u></b>	<b><u>32</u></b>	<b><u>48</u></b>	<b><u>80</u></b>
<b>Net income</b>		(66)	6	<b>(60)</b>	(28)	(31)	<b>(59)</b>
<b>Transfers between funds</b>		-	-	-	-	-	-
<b>Net movement in funds</b>		<u>(66)</u>	<u>6</u>	<u>(60)</u>	<u>(28)</u>	<u>(31)</u>	<u>(59)</u>
Reconciliation of funds							
<b>Total funds brought forward</b>		<u>279</u>	<u>172</u>	<u>451</u>	<u>307</u>	<u>203</u>	<u>510</u>
<b>Fund balances carried forward</b>		<b><u>213</u></b>	<b><u>178</u></b>	<b><u>391</u></b>	<b><u>279</u></b>	<b><u>172</u></b>	<b><u>451</u></b>



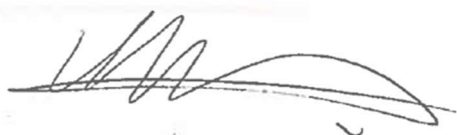
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**Balance Sheet as at 31 March 2024**

	Note	Unrestricted funds £'000	Restricted funds £'000	<b>Total at 31 March 2024 £'000</b>	Unrestricted funds £'000	Restricted funds £'000	<b>Total at 31 March 2023 £'000</b>
<b>Current Assets</b>							
Cash at bank and in hand		231	178	<b>409</b>	300	172	<b>472</b>
Debtors		=	=	=	=	=	=
<b>Total Current Assets</b>		<b><u>231</u></b>	<b><u>178</u></b>	<b><u>409</u></b>	<b><u>300</u></b>	<b><u>172</u></b>	<b><u>472</u></b>
<b>Creditors</b>							
Creditors: Liabilities falling due within one year	10	<u>(18)</u>	=	<u>(18)</u>	<u>(21)</u>	=	<u>(21)</u>
<b>Net Current Assets</b>		<b><u>213</u></b>	<b><u>178</u></b>	<b><u>391</u></b>	<b><u>279</u></b>	<b><u>172</u></b>	<b><u>451</u></b>
<b>Total Net Assets</b>		<b><u>213</u></b>	<b><u>178</u></b>	<b><u>391</u></b>	<b><u>279</u></b>	<b><u>172</u></b>	<b><u>451</u></b>
<b>Funds of the Charity</b>							
Restricted income funds	11	-	178	178	-	172	172
Unrestricted income funds	12	<u>213</u>	=	<u>213</u>	<u>279</u>	=	<u>279</u>
<b>Total Charity Funds</b>		<b><u>213</u></b>	<b><u>178</u></b>	<b><u>391</u></b>	<b><u>279</u></b>	<b><u>172</u></b>	<b><u>451</u></b>

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

Approved on behalf of the Corporate Trustee



Azara Mukhtar  
Chief Financial Officer  
Oxleas NHS Foundation Trust

9<sup>th</sup> January 2025

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**Statement of Cash Flows for the Year Ending 31<sup>st</sup> March 2024**

	Note	Year Ended 31 <sup>st</sup> March 2024 £000	Year Ended 31 <sup>st</sup> March 2023 £000
<b>Cash flows used in operating activities:</b>			
Net Cash used in operating activities	14	(70)	(31)
Interest Income	4.3	<u>7</u>	<u>-</u>
<b>Net cash used in investing activity</b>		<b>(63)</b>	<b>31</b>
Change in cash and cash equivalents in the year		(63)	(31)
Cash and cash equivalents at the beginning of the year		472	503
<b>Total cash and cash equivalents at the end of the year</b>		<b>409</b>	<b>472</b>

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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 11 and 12 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 (2022/23: £4,800) to cover the cost of Fund management and administration as no staff are directly employed by the charity and is charged £6,000 (including VAT) 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. 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 4,5,11 and 12 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 (2022/23: £4,800).

- In total £7k was owing to Oxleas NHS Foundation Trust at year end (2022/23: £11k).
- During the year three payments were made from Oxleas NHS Foundation Trust to the Oxleas NHS Foundation Charitable Fund totalling £17,261.60 (2022/23: three payments totalling £11,170.88)
- Nine payments were made from the Oxleas NHS Foundation Trust Charitable Fund to Oxleas NHS Foundation Trust totalling £87,209.26 (2022/23: nine payments totalling £44,755.65).

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#### 4. Analysis of income and endowment from generated funds

##### 4.1 Income from Donations

	2023/24 Unrestricted funds £000	2023/24 Restricted funds £000	2023/24 Total £000	2022/23 Unrestricted funds £000	2022/23 Restricted funds £000	2022/23 Total £000
<b>Donations</b>						
Covid-19 Fund	-	25	25	-	-	-
Bexley General Fund	4	-	4	-	-	-
Other Funds	-	3	3	3	11	14
<b>Total</b>	<b>4</b>	<b>28</b>	<b>32</b>	<b>3</b>	<b>11</b>	<b>14</b>

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

##### 4.2 Other Trading Activities

	2023/24 Unrestricted funds £000	2023/24 Restricted funds £000	2023/24 Total £000	2022/23 Unrestricted funds £000	2022/23 Restricted funds £000	2022/23 Total £000
<b>Fundraising</b>						
Greenwich OPMH	-	10	10	-	-	-
Greenwich Adults	-	1	1	-	2	2
<b>Total</b>	<b>-</b>	<b>11</b>	<b>11</b>	<b>-</b>	<b>2</b>	<b>2</b>

##### 4.3 Interest Income

£6,964 interest was earned on the Trust Funds for 2023/24 (2022/23: £1,418).

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

	2023/24 Unrestricted funds £000	2023/24 Restricted funds £000	2023/24 Total £000	2022/23 Unrestricted funds £000	2022/23 Restricted funds £000	2022/23 Total £000
Pharmacy Fund	-	5	5	-	4	4
Child & Adolescent Psychotherapy	4	-	4	-	-	-
<b>Total</b>	<b>4</b>	<b>5</b>	<b>9</b>	<b>-</b>	<b>4</b>	<b>4</b>

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## 5. Analysis of charitable expenditure

### 5.1 Charitable Activities

	2023/24 Unrestricted funds £000	2023/24 Restricted funds £000	2023/24 Total £000	2022/23 Unrestricted funds £000	2022/23 Restricted funds £000	2022/23 Total £000
<b>Patient Welfare</b>						
Cov-19 Fund	-	18	18	-	3	3
General Purpose Estates General Fund	8	-	8	8	-	8
	6	-	6	-	-	-
Greenwich OPMH	-	3	3	-	4	4
Other Funds	-	3	3	-	25	25
	<b>14</b>	<b>24</b>	<b>38</b>	<b>8</b>	<b>33</b>	<b>41</b>
<b>Staff Welfare</b>						
General fund	46	-	46	-	-	-
Covid-19 fund	-	3	3	-	6	6
Forensic Psychiatry	2	-	2	6	-	6
Other Funds	4	3	7	8	4	12
	<b>52</b>	<b>6</b>	<b>58</b>	<b>14</b>	<b>10</b>	<b>24</b>
<b>Other Expenditure</b>						
QMH Medical Education Child & Adolescent Psychotherapy	-	6	6	-	-	-
Forensic Psychology	3	-	3	-	-	-
Other Funds	2	-	2	4	-	4
	1	2	3	-	2	2
	<b>6</b>	<b>8</b>	<b>14</b>	<b>4</b>	<b>2</b>	<b>6</b>
<b>Governance Costs</b>	<b>6</b>	<b>3</b>	<b>9</b>	<b>6</b>	<b>3</b>	<b>9</b>
<b>Total</b>	<b>78</b>	<b>41</b>	<b>119</b>	<b>32</b>	<b>48</b>	<b>80</b>

Governance costs of £6,000 (including VAT) for the 2023/24 independent examination fee (2022/23: £4,800) and a £4,800 recharge of administrative costs from Oxleas NHS Foundation Trust (2022/23: £4,800) have also been added to Charitable activities expenditure in 2023/24, giving the total expenditure of £119,000 in the Statement of Financial Activities.

## 6. Role of Volunteers

We have 8 volunteers who manage our two snack shops, one based in the Memorial Hospital, and one in Oxleas House. Any 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 in the snack shops have picked up slightly in the last year however is still lower than pre pandemic times due to the number of people working from home. The introduction of a credit card machine at the Memorial Hospital has helped to increase the takings at this location.

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**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.

**8. Independent examiner's remuneration**

The independent examiner's remuneration of £6,000(including VAT) (2022/23: £4,800) related solely to the independent examination with no other additional work being undertaken.

**9. Transfers between Funds**

There were no transfers made between the funds during the year 2023/24 (2022/23: £nil).

**10. Analysis of Current Liabilities**

	2023/24	2023/23
	Total	Total
	£000	£000
Independent examiners' fee accrual	10	10
Amounts due to Oxleas NHS Foundation Trust	7	11
<b>Total</b>	<u>17</u>	<u>21</u>

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

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## 11. 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
	2023				2024
	£000	£000	£000	£000	£000
Pharmacy*	76	6	(3)	-	79
Covid-19*	24	25	(22)	-	27
QMS Medical Education*	31	1	(7)	-	25
Other funds (14)	<u>41</u>	<u>15</u>	<u>(9)</u>	-	<u>47</u>
<b>Total</b>	<b><u>172</u></b>	<b><u>47</u></b>	<b><u>(41)</u></b>	<b>=</b>	<b><u>178</u></b>

	Balance	Resources		Transfers	Balance
	1 April	Incoming	Expenditure		31 March
	2022				2023
	£000	£000	£000	£000	£000
Pharmacy*	74	4	(2)	-	76
Covid-19*	36	-	(12)	-	24
QMS Medical Education *	31	1	(1)	-	31
Other funds (13)	<u>62</u>	<u>12</u>	<u>(33)</u>	-	<u>41</u>
<b>Total</b>	<b><u>203</u></b>	<b><u>17</u></b>	<b><u>(48)</u></b>	<b><u>(-)</u></b>	<b><u>172</u></b>

\* 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.



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**12. Analysis of unrestricted funds**

	Resources				
	Balance 1 April 2023 £000	Incoming £000	Expenditure £000	Transfers £000	Balance 31 March 2024 £000
General Purpose*	177	2	(62)	-	117
Estates General*	40	1	(7)	-	34
Forensic Psychology*	35	1	(5)	-	31
Postgraduate*	13	-	(3)	-	10
Other funds (5)	14	8	(1)	-	21
<b>Total</b>	<b><u>279</u></b>	<b><u>12</u></b>	<b><u>(78)</u></b>	<b>=</b>	<b><u>213</u></b>

	Resources				
	Balance 1 April 2022 £000	Incoming £000	Expenditure £000	Transfers £000	Balance 31 March 2023 £000
General Purpose*	188	2	(13)	-	177
Estates General*	40	1	(1)	-	40
Forensic Psychology*	46	-	(11)	-	35
Postgraduate*	21	-	(8)	-	13
Other funds (5)	12	1	1	-	14
<b>Total</b>	<b><u>307</u></b>	<b><u>4</u></b>	<b><u>(32)</u></b>	<b>=</b>	<b><u>279</u></b>

- \* 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.

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### 13. 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, South West England and Kent along with Specialist Forensic Mental Health Services (inpatient and community).

We are organised into six clinical directorates:

- Adult Acute and Crisis Mental Health
- Adult Community Mental Health
- Adult Community Physical Health
- Children and Young People's Services
- Adult Learning Disability
- Forensic and Offender Healthcare Services

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			
2023/24		2022/23	
Total Income	Surplus	Total Income	Surplus
£000	£000	£000	£000
493,396	4,117	452,263	1,663

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

	2023/24 Total	2022/23 Total
	£	£
Net movement in funds	(60)	(60)
<b>Adjustments for:</b>		
Deduction in bank interest shown in investments	(7)	1
Decrease/ (increase) in debtors	-	24
(Decrease)/ increase in creditors	(3)	4
<b>Net cash used in operating activities</b>	<b><u>(70)</u></b>	<b><u>(31)</u></b>

### 15. 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 taxpayer. 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.