



Calderdale and  
Huddersfield  
NHS Charity



Calderdale and Huddersfield  
NHS Foundation Trust

# ANNUAL REPORT

**2020/21**

For the year ended 31 March 2021

**Helping our Trust do more**

[www.chftcharity.co.uk](http://www.chftcharity.co.uk)



Registered with  
FUNDRAISING  
REGULATOR

Charity Number: 1103694

compassionate  
care

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# 1. Foreword and Chair's report

I am delighted to present Calderdale and Huddersfield NHS Charity Annual Report for 2020/21.

We can all agree that 2020/21 has been a year like no other, and despite the many challenges the outbreak of Covid-19 presented our Trust and our communities, I wish to express my sincere appreciation and thanks to our communities for supporting Calderdale and Huddersfield NHS Charity with such extraordinary generosity and donations.

Your donations, whether large or small, continue to make an enormous difference to our patients and staff every single day and as Chair I am amazed every year how our supporters respond with enthusiasm and drive to support us. We really do value each and every donation, no matter what the size.

It is challenging to capture the sheer intensity and volume of work our small charity team have undertaken this last year and I would like to thank everyone who has donated, fundraised and supported our team this year.

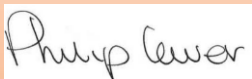
When I look back at our communities' kindness and compassion, I can see that children have undertaken their own fundraising challenges during lockdown, virtual events have taken place, you have baked, shaved your heads, ran many hundreds of miles, taken part in quizzes, ice bucket challenges – all the while helping us to do more for Calderdale and Huddersfield NHS Foundation Trust.

It is through the generosity of our donors and supporters that we have been able to increase the level of funding and support in 2020/21 and you will see in this report there are some examples of the great work our NHS Charity has undertaken and feedback from areas that have benefitted from our funding.

I would like to take this opportunity to also thank NHS Charities Together for supporting our organisation with grant funding early last year – and for everyone who rallied and supported the national Covid-19 Appeal.

I hope that you will enjoy reading this Annual Report and that, whatever role you play in being part of our NHS Charity now and in the future, you will agree that together we really can make a very big difference.

Thank you for your continued support,



**Philip Lewer, Chair**



## 2. WHO ARE WE

Calderdale and Huddersfield NHS Charity is a registered charity (registered number 1103694) in accordance with the Charities Act 2011 and was entered on the register on 18<sup>th</sup> March 2004.

The Charity raises money and receives donations for the benefit of the patients of Calderdale and Huddersfield NHS Foundation Trust. Donations given and money raised are for the purpose of funding projects, initiatives, equipment and improvements that are over and above what the NHS funds, enabling patients to access the best possible care and treatment possible.

**OUR MISSION** is to support and fund initiatives beyond the remit and capacity of the NHS – to enhance care and experience on behalf of our patients and communities we serve.

### OUR OBJECTIVES are:

- To improve patient experience
- To provide equipment, services and resources over and above NHS funding
- To support the health and wellbeing of NHS colleagues at CHFT
- To provide the best donor experience we can and engage our communities in achieving our mission

We believe		
Our patients should have the best possible experience we can provide	Our buildings are accessible for all and equipped to suit the individual needs of our patients and visitors	Supporting our NHS colleagues helps deliver outstanding compassionate care

Our Values			
Caring	Honest	Fair	Transform
we put our donors and beneficiaries at the centre of all we do, and by working together with CHFT we identify projects and initiatives that will enhance patient experience and outcomes, while supporting the health and wellbeing of NHS	we foster a culture where honesty, openness and transparency is encouraged and valued - managing expectations, doing what we say we'll do and treating others the way we want to be treated	we are true to ourselves and others, valuing diversity, differences and recognising they make us stronger	transforming lives is not just about the big changes, it's also the small acts of kindness that make a difference. Embracing change, challenging the status quo, celebrating success and learning from mistakes; we are always looking for new ways to innovate and improve
			

**Our social purpose** is to support those that need us, when they need us and to do so with integrity and pride



**Without the support of our fantastic fundraisers, donors and supporters we would not be able to support our NHS Trust colleagues enabling them to give patients and their families the level of care and support that they do.**



field  
Charity



We can  
help our Trust  
do more



## 3. OUR TEAM

### 3.1. CHARITY TRUSTEES

The Charity has a Corporate Trustee: Calderdale and Huddersfield NHS Foundation Trust governed by the law applicable to Trusts, principally the Trustee Act 2000 and the Charities Act 2011. The NHS Trust Board devolved responsibility for the on-going management of funds to the Charitable Funds Committee which administers the funds on behalf of the Corporate 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 Corporate Trustee in managing the Charity.

Members of the NHS Trust Board who served during the financial year ending 31 March 2021 were as follows:

Name	Title
<b>Philip Lewer</b>	Chairman
<b>Owen Williams</b>	Chief Executive
<b>David Birkenhead</b>	Medical Director
<b>Gary Boothby</b>	Director of Finance
<b>Ellen Armistead</b>	Director of Nursing / Deputy Chief Executive
<b>Helen Barker</b>	Chief Operating Officer
<b>Suzanne Dunkley</b>	Director of Workforce & Organisational Development
<b>Alistair Graham</b>	Non-Executive Director
<b>Karen Heaton</b>	Non-Executive Director
<b>Richard Hopkin</b>	Non-Executive Director
<b>Andy Nelson</b>	Non-Executive Director
<b>Denise Sterling</b>	Non-Executive Director
<b>Peter Wilkinson</b>	Non-Executive Director

Non-Executive Members of the Trust Board are appointed by the Council of Governors whilst Executive members are subject to recruitment by the NHS Trust Board. Members are not individual trustees under Charity Law but act as agents on behalf of the Corporate Trustee.

### 3.2. CHARITABLE FUNDS COMMITTEE

The Board Members of the Calderdale and Huddersfield NHS Foundation Trust as Corporate Trustee have devolved responsibility for the on-going management of the Charity to the Charitable Funds Committee which administers the funds on behalf of the Corporate Trustee.

The Members of the Charitable Funds Committee in the financial year ending 31 March 2021 were as follows:

Name	Title
<b>Philip Lewer</b>	Chairman
<b>David Birkenhead</b>	Medical Director
<b>Gary Boothby</b>	Director of Finance
<b>Ellen Armistead</b>	Director of Nursing / Deputy Chief Executive
<b>Richard Hopkin</b>	Non-Executive Director
<b>Peter Wilkinson</b>	Non-Executive Director
<b>Sheila Taylor</b>	Council of Governors' Representative
<b>John Gledhill</b>	Council of Governors' Representative (Reserve)
<b>Adele Roach</b>	BAME Network Representative (from Nov 2020)

### 3.3 KEY PERSONNEL

Calderdale and Huddersfield NHS Charity team is made up of two members of staff, who manage all operations and activities the Charity undertakes.

Name	Title
<b>Emma Kovaleski</b>	Charity Manager
<b>Carol Harrison</b>	Charitable Funds Manager (finance)



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Huddersfield  
NHS Charity



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NHS Foundation Trust

## 4. OUR YEAR IN NUMBERS



**£983,000** raised to help our  
Trust do more



**3,400** new supporters



**£377,000** spent on improving  
and enhancing patient experience  
and outcomes



**Thousands** of donated  
gifts and products



**700** volunteering hours



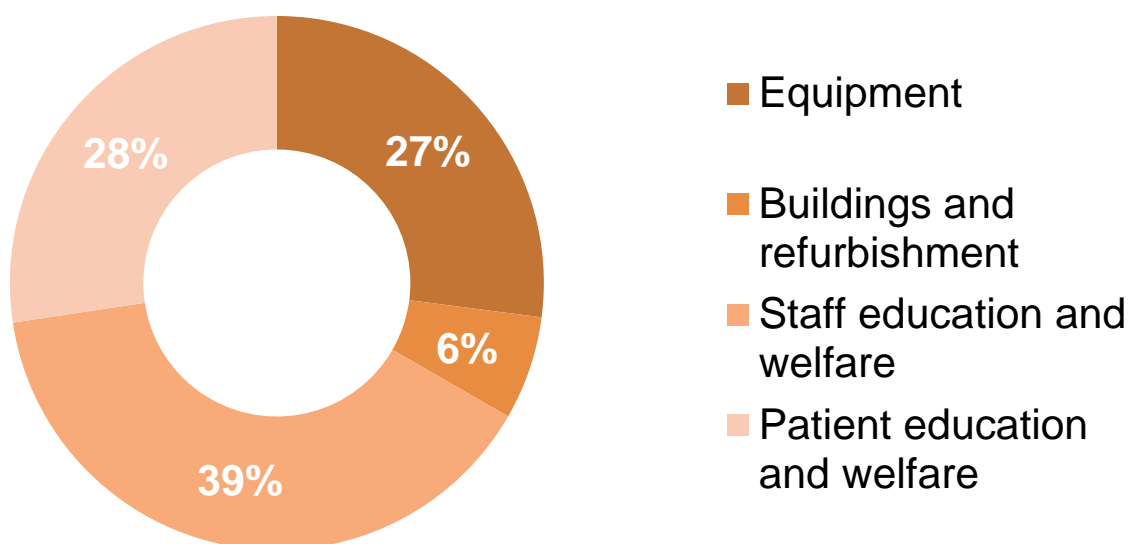
**270** individual funding  
applications granted



**£244,000** spent on supporting  
NHS colleagues

## 5. THE IMPACT OF OUR FUNDING – WHAT YOU HELPED US TO ACHIEVE

### 2020/21 Funding Mix



### Calderdale and Huddersfield NHS Charity Funding Awarded

2020/21		
Funding priority	Total	%
Equipment	168,000	27
Buildings and refurbishment	39,000	6
Staff education and welfare	244,000	39
Patient education and welfare	170,000	28
Total (£)	621,000	100



## This year, funding from Calderdale and Huddersfield NHS Charity has been awarded to over 270 single applications for charitable support.

Applications for funding can be made by any Calderdale and Huddersfield NHS Foundation Trust employee, from any area of the Trust. Each application is categorised into one of our key funding areas:

- Equipment
- Buildings and refurbishment
- Staff education and welfare
- Patient education and welfare

The Charity assesses each funding application made against each of these four areas and where donations can have the most impact by providing the additional funding. Applications were welcomed throughout the year, and with an increased rate of funding applications to support staff education and welfare between March and July 2020, where we were required to provide immediate and urgent assistance and support to the Trust and NHS staff, due to the impact of Covid-19.

Across these following pages are examples of the great projects and initiatives, from each of our funding areas that we supported in 2020-21.



## 5.1. EQUIPMENT

### Why giving back in support of Oncology services makes a difference.

In October 2019 Claire, a young mum of two small children began treatment for stage 3 breast cancer and during the following 10 months of aggressive treatment Claire was offered the opportunity to use one of the Trusts Paxman Scalp Coolers.

Claire said “I used to have really long blonde hair, but after my diagnosis I had my hair cut in to a bob. At one stage I even suggested shaving it off as I knew what I was going to be faced with – total hair loss.

However, I was offered the opportunity to try using the Paxman Scalp Cooler whilst receiving my treatment, and remarkably I barely lost any hair at all. 8 months, 8 rounds of chemotherapy and I kept my blond bob!

I was the first person to have cancer in my family, and my diagnosis was a complete shock, a bolt out of the blue. However the team at Calderdale and Huddersfield NHS Foundation Trust, every doctor, nurse, consultant, surgeon, domestic, porter – everyone, the whole team were incredible. They were exactly what I needed them to be for me, caring, supportive, and human. To care for me, listen to me, look after me, challenge me and support me. I cannot speak highly enough of everyone.

This was the hardest time of my life, and I have so much to be grateful for.

In October 2020, Claire began a gruelling 150 mile walk, as part of Breast Cancer Awareness month as a way to raise some much needed funds for Calderdale and Huddersfield NHS Charity as a way of giving back.

Claire raised over £2,200 and we are pleased and proud to say that Claire’s gift has contributed towards Calderdale and Huddersfield NHS Charity oncology funds, that have recently been used to purchase 3 new Paxman Scalp Coolers and support package.

“

Cancer can set you apart from your friends, your family, your colleagues at work – I didn’t want that – especially at 32. And keeping my hair was so vitally important for my mental health and wellbeing, during treatment.”



**£40,000 funded 3 new Paxman Scalp Coolers for and on behalf of Calderdale and Huddersfield NHS Foundation Trust cancer patients**

## Supporting Cardiology Patients

**In August 2020 Calderdale and Huddersfield NHS Charity approved £32,580 to provide 50 new Mobile Echo Units for the Cardiology Team at Calderdale and Huddersfield NHS Foundation Trust.**



Michelle Foster, Clinical Services Manager – Non-Invasive Cardiology commented that without funding provided by the Charity, the inpatient echo service at Calderdale and Huddersfield NHS Foundation Trust would have been adversely affected. This would lead to increased length of stay for patients and the inability to support the Angio/PCI service and the acute floor at the Trust.

With the new mobile units, we are able to provide our care on a patient's ward – offering a more streamline and patient focussed service and leading to better patient experience. In addition to this, we are able to manage the outpatient echo service more effectively, as patients no longer have to return to an appointment at a later date.



“

The generosity of Calderdale and Huddersfield NHS Charity, and its donors and supporters have ensured that we are able to keep delivering a fantastic level of care for our in-patients and continue to put quality compassionate care at the centre of all we do.”



## 5.2. BUILDINGS AND REFURBISHMENT

In December 2020 a new isolation ward was refurbished at Huddersfield Royal Infirmary, to care for the Trust's most fragile and poorly patients.

**Calderdale and Huddersfield NHS Charity played a significant part in providing the all-important extras and finishing touches for patients and staff on the new ward.**

The Charity approved an additional **£8,500** to provide the finishing touches to the ward, such as a newly kitted out staff room and additional capacity to support virtual patient visiting.

“

We now have a space that is welcoming, calming and scenic for patients who are cared for on ward 18. Every time I enter ward 18 I am amazed at how lovely the ward looks and feels. We really appreciate the kindness and generosity of our communities for donating funds to allow us to create such a wonderful space.”

**Helen Hodgson, Matron**



A special thank you to Mark Flynn Photography of Huddersfield for donating a range of images to display in the ward corridors and 15 side rooms, the images of local landscape and surroundings of Huddersfield really make a difference.



## Supporting Respiratory Staff and Patients

In Spring and Summer 2020 Calderdale and Huddersfield NHS Charity funded a range of added extras to support patients and staff on the respiratory ward at Calderdale Royal Hospital.

This funding supported the installation of a new water cooler, ice machine, the transformation of staff room facilities and the creation of a new 'wobble room'.

**Nicola Clarke, Respiratory Ward Sister said:**

**“Covid-19 brought about so many challenges for staff and patients on the respiratory ward, and thanks to Calderdale and Huddersfield NHS Charity we were able to implement some long lasting improvements that helped us significantly through the peak of Covid-19 and continue to support us now.”**

“The water cooler and ice machine are a dream come true, particularly when staff, donned in full PPE were unable to leave the ward for infection control reasons. Often hot, sweaty and dehydrated, the Charity funded equipment which enabled staff to keep themselves hydrated, without having to leave the area. This was not only a huge morale and wellbeing boost for colleagues, but also benefitted patients who were confined to CPAP (Continuous Positive Airways Pressure) masks and hoods, cared for pressurised rooms with no air flow.”

“The Charity funded the transformation of our staff room, with new dining facilities and lockers. It's a dedicated room for staff with a space too for personal messages of support, words of thanks from patients and their families and information about accessing wellbeing support.”

Lastly funding and donations from our Charity helped to create our own wobble room, a special quiet room used to support the Health and Wellbeing of staff, or for the families of patients to use when they need quiet reflective time to themselves, often when receiving unfortunate news.



**£7,066** improved facilities on Ward 5 at Calderdale Royal Hospital for staff and patients.



## 5.3. STAFF EDUCATION AND WELFARE

### Supporting NHS Staff

Covid-19, and the mental health impact of the pandemic did not discriminate, and it affected everyone in some way.

**Nikki Hosty, Assistant Director of HR, Workforce and Organisational Development Directorate** said: “As part of the on-going health and wellbeing support services offered to NHS staff at Calderdale and Huddersfield NHS Foundation Trust, it was recognised in the summer of 2020 that our front-line colleagues tackling the coronavirus crisis were routinely exposed to loss of patients, illness of colleagues, high levels of stress and increased exposure to Covid-19.

As a result of the impact, some of our colleagues could see a deterioration of their mental health or develop anxiety or the onset of Post-Traumatic Stress Disorder. We recognised that trauma needs should be dealt with early and effectively, so we approached Calderdale and Huddersfield NHS Charity to ask for funding to enlist psychological support as part of our colleague wellbeing package.

**“We are so grateful to the Charity, and because of the additional funding we received over 50 colleagues have accessed face to face 'life changing' psychological support which would not have been available without the support of our NHS Charity and its donors.”**

In 2020/21 Calderdale and Huddersfield NHS Charity approved **£10,000** to provide external support services via Socrates, Huddersfield.



One Culture of  
care



### THANK YOU

I am writing this poem,  
As a note to say,  
Thank you for everything you do,  
And a very happy 72nd birthday.

You all play an important part,  
In taking great care of us,  
Doctors, nurses, cleaning staff too,  
Even the drivers on the shuttle bus.

From Hebden Bridge to Holmfirth,  
From Todmorden to Taylor Hill,  
You are all amazing,  
I think you are brill.

While school has been closed and  
shopping made tricky,  
All our key workers were there too  
In a situation - quite sticky  
Looking out for each other is what we must do,  
Continue to say kind and one last word  
Thank You!

By Logan, age 9  
Reinwood Junior School

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## Round the clock catering

**As the nation entered lockdown in March 2020 and during the early stages of the pandemic, Calderdale and Huddersfield NHS Charity committed a significant amount of its additional funding raised, to providing additional, round the clock catering for NHS staff.**

**Gary Boothby, Executive Director of Finance** said, “we wanted to provide for colleagues and ensure they were able to access a hot meal and refreshments, 24-7 – especially those working out of hours. Many ward based staff breakout areas were being repurposed to offer additional capacity for patients, so it was really important to the Executive Board and Incident Management Team at Calderdale and Huddersfield NHS Foundation Trust to make every adjustment we could to make sure staff needed to worry less about how they would be able to access a much needed break and nutritious food, particularly at a time where supermarkets were short and large queues were being experienced.”

Many colleagues were working additional hours to support our Covid-19 response to take care of our patients while looking out for one another, so opening the canteen areas offered a space for colleagues to distance away from their work area, take their much needed rest breaks and ensure they could maintain social distancing requirements.

After conducting a feedback assessment with colleagues here are some of the comments Calderdale and Huddersfield NHS Charity have received:



**The night shift meals have made a big difference as I do not have to bring food into the hospital reducing the risk of me taking the infection home.**

**The funding has helped staff have a decent meal when our breaks have not been regular, when we have worked over night – it's been great for staff health and morale.**

**It has been really nice to receive a hot meal and something on a weekend and night, not just during the week.**

**Most helpful when nothing else was open during lockdown.**

**Being able to get proper food & coffee on night shift has been a big help.**

**This helps so much, having one less thing to think about at a stressful time.**

**You have helped staff get through their shifts.**

**I can sleep longer when I am working nights, because I don't have to cook when I get home.**

**I simply would have not eaten during shift with out the support.**

**£142,000  
invested**



Calderdale and Huddersfield NHS Charity funded round the clock catering from the NHS Charities Together Stage 1 funding allocation.

## 5.4. PATIENT EDUCATION AND WELFARE

### Bereavement and End of Life support for patients and their families

During 2020/21, it has been incredibly poignant to see the daily large numbers of families who lost loved ones, without being able to be by their side at the time of passing. Calderdale and Huddersfield NHS Charity committed to funding a number of initiatives, to ensure palliative/end of life patients and their relatives received additional support and care services, that pre-Covid-19 were not available.

2020/21 was the second year Calderdale and Huddersfield NHS Foundation Trust funded the role and in this year **Gillian Sykes, End of Life Facilitator** has transformed the bereavement support services offered by Calderdale and Huddersfield NHS Foundation Trust.

Gillian has been pivotal in setting up and managing a dedicated **Bereavement telephone support service**, for the families of loved ones who have passed away under the care of Calderdale and Huddersfield NHS Foundation Trust.

The telephone service has opened up a two way conversation with families, something which we have not had before. The calls not only show we are thinking of the family, but we are wanting to hear feedback, hear suggestions and address change and continue to improve. The feedback from calls is shared with relevant colleagues, such as Matrons, Ward Sisters and Consultants.

Funding has also contributed towards small personalised bereavement boxes that are sent to a bereaved family, offering condolences, support and signposting to local bereavement support services. Feedback from families has been beyond incredible, and testament to the innovation, adaptation and compassion of Calderdale and Huddersfield NHS Foundation Trust and its workforce. Recent relative feedback can be read below:

“  
Heartfelt thanks for the card and heart, I loved that the card was handwritten as it made it more special, and that Mr B also had a heart.

I slept with the heart the day it was received and had it with me when I did the eulogy. I am going to put the seeds on his grave.

I can't describe the feeling when we got the box. Totally overwhelmed and speechless. Made us feel so connected and close to A – we were happy knowing he had a heart too. It's beyond words how much we appreciated the box and your call today. Thank you so much.

As an employee of the Trust and someone with personal experience of dealing with the sadness of Covid-19, I would like to say, we are getting it right. My family found the bereavement box, containing a heart, some marigold flower seeds and a heart-warming message from the Trust comforting.

£44,957  
funded Bereavement Services

“

This service has really supported grieving families and friends who are feeling the sadness and loneliness of loss, with so many people having thanked us for contacting them, providing help with any questions and passing messages of thanks to ward teams and providing a caring and compassionate approach at such difficult times. I feel that the development of this vital service underpins the core values of Calderdale and Huddersfield NHS Foundation Trust and the staff who work within.”



## Meet Aspen.

“Aspen is such a wonderful addition to our team and has already transformed the level of support we are able to provide expectant parents, who have learning disabilities or additional needs.” **Nicola Ingle, Early Intervention Midwife**

Aspen is a life like, weighted new born baby doll, purchased using donations to Calderdale and Huddersfield NHS Charity and forms part of the care and support provided by Nicola Ingle, the Trusts Early Intervention Midwife.

Aspen offers a hands on, practical support in the basic care needs of a newly born baby, as well as addressing concerns around cot death, newborn examinations, bonding and attachment issues.

Aspen has empowered many patients to talk about their concerns in becoming new parents, and having Aspen as part of the team helps to address these concerns, to build confidence, knowledge and understanding.

Aspen's funding goes to show that it is not always the higher value investments made by the Charity which have a demonstrable impact. £82 of the charities' funding was used to purchase Aspen.



## Providing wigs for cancer patients

“I used to have long hair before I started to lose it all when receiving treatment for cancer. My self-esteem and confidence were non-existent after being diagnosed with cancer and unfortunately losing all of my hair affected me mentally and emotionally.

However, thank you to the team in the cancer centre at Calderdale Royal Hospital and Calderdale and Huddersfield NHS Charity I was provided with a high quality wig, which was truly amazing. The level of service was outstanding and all of my needs were looked after and I received a wig that that was so much like my original style and colour. The quality is outstanding.”

“I really hope for other women and men that this service makes such a difference too, as you are giving people with cancer a chance to still feel as normal as possible, supporting patients' health and wellbeing while going through treatment and after treatment.”

**Tracey thackery, patient**

**Helen Jones, Macmillan Information Centre Manager, at Calderdale and Huddersfield NHS Foundation Trust said** “It makes me feel really proud that the Charity see funding wigs for cancer patients as a priority, I get to see first-hand the difference a high quality wig makes to a patient, in helping increase the patient's confidence, body image and wellbeing. Thank you to everyone for their continued support in helping to make a difference.”

In 2020/21 Calderdale and Huddersfield NHS Charity funded **£7,378** on wigs for cancer patients.



“

**There are no words to express how grateful I was and I cannot thank the Charity enough.” Tracey Thackray, patient.**



## 5.1. COVID-19

During 2020/21 Calderdale and Huddersfield NHS Charity funded and sourced a large range of items, mobilised access to training and support services, funded wellbeing projects and initiatives and those all-important added extras that were needed as a time when our communities, our patients and our colleagues faced the most challenging of circumstances.

The Charity committed to supporting Calderdale and Huddersfield NHS Foundation Trust whenever and where-ever it was required, and reflecting back upon the year and reviewing the range of items, projects and initiatives the Charity have funded is quite staggering from tablet stands, to make sure elderly patients can still speak with their family and loved ones on an electronic tablet, without having a member of the nursing team sat by their side to hold the device for them, to funding virtual choir sessions to boost staff morale, coffee machines, televisions and fridges, items for listening events and debrief sessions, pilot gym sessions for cardiac rehab patients, stroke connection software, Muslim prayer beads and bravery awards for our youngest of patients.

**2020/21 has been a year like no other, and we cannot thank our communities enough for supporting us, donating to us, being there for us and alongside us, while we have supported patients and NHS colleagues in so many ways.**





## 6. OUR AMAZING SUPPORTERS

**At Calderdale and Huddersfield NHS Charity, we are incredibly grateful to our donors, fundraisers and volunteers who have been there for us, and supported in so many wonderful ways.**

**In 2020/21 we welcomed over 3,400 new supporters and in doing so increased the Charity income by an incredible £547,000 compared with 2019/20.**

Amount raised during 2020/21 (000,s)				
Activities for generating funds	Unrestricted	Restricted	Total	%
Donations	663k	136k	799k	81
NHS Charities Together Covid-19 Appeal grants	-	144k	144k	15
Legacies	36k	-	36k	4
<b>Total (£)</b>	<b>699k</b>	<b>280k</b>	<b>979k</b>	<b>100</b>

The table above shows our main sources of income this year, with our largest source of income being generated from **our wonderful communities of donors and supporters**, in response to the Covid-19 pandemic and the national drive to support NHS Charities.

At all times our charity prioritises the needs and wellbeing of our supporters, donors and beneficiaries. Our supporters and donors are our greatest strength, and without whom we would not be able to make such a difference and fund the projects and initiatives that we have, and continue to do so.

Our **Fundraising Promise** aligns with the Code of Fundraising Practice and the Charity's social purpose to support those that need us, when they need us, and to do so with integrity and pride. A copy can be found on the Charity website.

The Fundraising team provides guidance, information, support and training wherever possible to ensure our fundraisers and volunteers have a rewarding experience and carry out their fundraising activities in a way that is legal, open, honest and respectful.

Supporters fundraising 'in aid of' Calderdale and Huddersfield NHS Charity are encouraged to register with the Fundraising team, where they will be given guidance and asked to sign a Fundraising Agreement, where appropriate. A letter of authority is also issued as required.

By signing up to fundraise in aid of Calderdale and Huddersfield NHS Charity, supporters agree to comply with our policy as well as the Fundraising Regulator's Code of Fundraising Practice. Wherever possible the Charity undertakes monitoring to ensure compliance. This includes regular contact with known supporters and reviewing fundraising materials published citing Calderdale and Huddersfield NHS Charity as the beneficiary of fundraising activities.

Calderdale and Huddersfield NHS Charity is proud to be registered with the Fundraising Regulator and received no complaints through this regulatory body in 2020/21.

## 6.1. COMMUNITY FUNDRAISING

Throughout the year Calderdale and Huddersfield NHS Charity has been supported by hundreds of community fundraisers, in the main helping to raise money for Calderdale and Huddersfield NHS Charity in aid of the Thank You CHFT Covid-19 campaign.

Our supporters and donors are our greatest strength, without whom we would not have been in a position to support Calderdale and Huddersfield NHS Foundation Trust in the ways we have during 2020/21.

From virtual events, head shaves, lockdown schools fundraising, to running, riding and walking thousands of miles, our communities across Huddersfield and Calderdale have been beyond incredible, and we cannot thank each and every person enough for all they have done for and on behalf of us.

Here is a snapshot of some of our incredible community fundraisers.

Inspired by Captain Tom, **Stephen Collins** set about his own charity challenge. Stephen, who suffers from Cerebral Palsy, walked for 61 consecutive days, in celebration of his 61<sup>st</sup> birthday in April 2020 – each walk a lap of his residential street. The final walk took place in July 2020, when Stephen completed a gruelling uphill hike to Huddersfield Royal infirmary, where he was welcomed by the team of nurses and physiotherapists who supported and cared for Stephen after a fall in 2019, where he broke his leg in two places. Stephen raised over £2,700.

Local running club, **Northowram Runners** ran over 5,000 miles and raised over £7,700 in just 30 days as part of their virtual rainbow challenge.

**DJ Biggles** from Slaithwaite ran a series of Facebook live DJ events during the summer of 2020, raising over £3,368.

Over £700 was raised across **Lightcliffe**, through a **family fun trail** – for local residents to take part during their one hour daily exercise.

**Jordan Powell** raised funds to support the health and wellbeing of colleagues at Calderdale and Huddersfield NHS Foundation Trust by undertaking a 10,000 burpee challenge – and raised over £2,700.

Postal workers in Holmfirth undertook their deliveries in fancy dress and raised over £700.

Local artist **Roger Davies** raffled a piece of his artwork raising £3,000.

Children from Year 1 at **Salterhebble Primary School**, Halifax undertook their own ice bucket challenge, hoping to raise £60, the year group raised a wonderful £1,223 – 2037% of their target.

Local resident **Mark Holden** organised a 24-hour bowl a thon at Elland Bowling Club, raising over £2,500.



Stephen Collins



## A spotlight on Sam Higginbottom.

Induced into a coma in January 2020 and diagnosed with MRSA PVL, double pneumonia, and sepsis, Sam Higginbottom spent the following 3 months in the Intensive Care unit and Respiratory ward at Calderdale and Huddersfield NHS Foundation Trust where, although he was making a steady recovery, suffered from long term lung damage and nerve damage to his back & legs.

Once home in April, Sam began his rehabilitation and made significant steps to aid his recovery and as part of this committed to training for a marathon in December 2020.



Sam said **“I feel the best way to give back and make the biggest impact to the people who kept me alive is to raise as much money as possible for Calderdale and Huddersfield NHS Charity to ensure the hospitals have everything they need to be able to help others and save more lives.”**

Sam completed the 26.2 mile run in December 2020, in terrible conditions and was welcomed to Huddersfield Royal Infirmary by his family, friends and members of staff from the hospital’s Intensive Care Unit.

**Sam’s incredible story, his recovery and dedication to giving back, raised Calderdale and Huddersfield NHS Charity an incredible £6,700.**



## In Memory

Donations in memory of loved ones were very gratefully received by Calderdale and Huddersfield NHS Charity and during 2020/21 over **£43,000** was kindly donated to the Charity in memory or in lieu of funeral flowers.

We are so incredibly grateful for all donations received.

## 6.2. CORPORATE SUPPORTERS

Throughout 2020/21 Calderdale and Huddersfield NHS Charity have been overwhelmed with the support that we received from corporate supporters in response to the Covid-19 pandemic. We have received thousands of 'Gift in Kind' donations from businesses across Yorkshire and beyond. This included toiletries, electronics, food and refreshments for staff and accommodation.

Here are some of the businesses we would like to extend a special thank you to:

- CHS Ltd
- Zoflora
- Wayfair/GNG
- Childs Farm
- Mamas & Papas
- KC Communications
- Bewleys
- Thornton & Ross
- Furniture123
- Towndoor
- Dugdale
- Zest For Print
- Mark Flynn Photography
- Neom
- Nestle
- FMG Ltd
- Yorkshire Soap Company
- The Piece Hall, Halifax
- Harveys of Halifax
- Halifax Town FC

**We would like to say a huge thank you to all our corporate supporters who have helped to raise funds and donate products and services for patients and staff at Calderdale and Huddersfield NHS Foundation Trust. In total our corporate supporters in 2020/21 raised £603,000.**

### Spotlight on CHS Ltd

**Stuart Sugarman Managing Director of Calderdale and Huddersfield Solutions Limited** (the wholly owned subsidiary company that delivers estates, facilities, medical engineering & devices training and procurement service to Calderdale and Huddersfield Foundation Trust) delighted us when he announced that CHS would be donating **£500,000** to Calderdale and Huddersfield NHS Charity in support of its charitable objectives.

Stuart said "CHS is a socially responsible company so it was a pleasure to make this donation to such a great cause as we really want to support our Trust and its fabulous charity."

**Charity Manager, Emma Kovalski**, stated, "I think it goes without saying how incredibly moved I was upon hearing the news that CHS have been in a position to support our NHS Charity with such an incredible gift! I know just how much this will contribute to supporting our aims and objectives - providing our patients, colleagues and communities with the very best care and experience possible."

### Spotlight on KCC Communications

We were thrilled to have supported the Calderdale and Huddersfield NHS Foundation Trust throughout the pandemic, including supporting the promotion of the Thank You CHFT campaign and providing social media support for fundraising initiatives. The Trust plays such an important role within our local community, so we were so pleased that we could help the Charity team raise awareness of the amazing work that is done and celebrate the heroes of the last 18 months. **Ellis Noble, Account Director**

### Spotlight on ChildsFarm

As a skincare company, we were proud to donate products to the Thank you CHFT campaign and support staff in the way we know best – by ensuring our amazing healthcare workers are keeping themselves safe and healthy during such a busy time.



They are putting strangers first every day and night they are working. We can't do much, but if we can bring a smile because hands are less sore, or even to show they are not forgotten, we will. Heather Starke, PA to Founder.

## Spotlight on Community Partnerships – thanks to Calderdale Community Foundation

### How our communities brought the joy of Christmas to CHFT!

For many years during December we have welcomed donors and communities into our hospitals at Calderdale and Huddersfield NHS Foundation Trust (CHFT) to share cheer and raise festive spirits but due to Covid-19 restrictions we had to approach the 2020 festive season a little differently.

Calderdale and Huddersfield NHS Charity launched their first Christmas Gift Appeal in October 2020 offering our communities the opportunity to support our Trust by providing a gift or token of appreciation. **Emma Kovaleski, Charity Manager** said

“It was really important to us to add a little festive sparkle, particularly this year when we faced so many challenges and restrictions due to Covid-19, and following conversations with our colleagues at CHFT we launched what we hoped was going to be a hugely successful first Christmas appeal.

Our charity offices very quickly turned into Santa's Grotto over the Christmas season as hundreds of local residents stepped forwards supporting our Amazon Wish List via the appeal”.

The Amazon Wish List was created to provide toys, activity packs and books for our younger patients who found themselves in hospital over the Christmas period.



“

The gift appeal was amazing, thank you to everyone for all their hard work. Giving gifts through the wish list meant we as a play team were able to focus on our patients and their families during our busiest time of year, safe in the knowledge that we were still able to keep the magic of Christmas alive because of our NHS Charity and donors”. **Danielle Brook, Play Therapist**

Realising the success of the Wishlist, our NHS Charity reached out to community organisations with another special request, to provide our most frail patients with a special gift also.

**Steve Nicol, from Halifax Town Community Foundation** was pivotal in mobilising a partnership with Halifax based organisations and businesses, who very quickly came together to help support the Charity's call. Steve said:

“FC Halifax Town Foundation, the charitable arm of the club are working in partnership with our local NHS Charity. We wanted to show our appreciation for NHS staff who have faced an extremely challenging year,



support patients hospitalised over the festive period and really show the spirit and togetherness of our community”.

**Calderdale Community Foundation**, unlocked funding from the Halifax Courier Fund to help support our most vulnerable patients. The funding provided over 300 unique gifts for our most frail patients and were provided by Harveys of Halifax and businesses at The Piece Hall. **Steve Duncan, CEO of Calderdale Community Foundation** said:

“It was really important for our organisation to support the appeal, but also support local retailers by providing the funds locally”.

On behalf of patients **Helen Hodgson, Matron, Acute Medicine** said “Thank you for the absolutely amazing and very generous gifts and for all who donated and supported our Christmas appeal you have given something very special indeed”.

Calderdale and Huddersfield NHS Charity

NHS  
Calderdale and Huddersfield  
NHS Foundation Trust

Calderdale and Huddersfield NHS Charity  
The GREAT GIFT APPEAL

Together we can give our patients a special Christmas

## 6.3. CHARITABLE TRUSTS

Once again, throughout 2020/21 Calderdale and Huddersfield NHS Charity was fortunate to be supported by a range of charitable trusts.

We would like to extend our thanks to everyone who has helped the Charity throughout the last year, particularly:

### The Nick Smith Foundation

Working alongside Calderdale and Huddersfield NHS Charity, the Nick Smith Foundation have jointly funded a new MND Care Coordinator post at Calderdale and Huddersfield NHS Foundation Trust.

The Nick Smith Foundation is donating a total of £16,200 (matched by Calderdale and Huddersfield NHS Charity) to fund the 2 day per week role.

The new role is the first for the Trust and aims to provide patients with a single point of contact, ensuring a joined-up approach to care and signposting extra support for those diagnosed and their families.

Beth Macdonald was appointed into role in 2020, and said:

“I am very excited to be in the role and am hoping to make great improvements in the experiences of people with Motor Neurone Disease, and their families.

“I have worked in the community as an Occupational Therapist for many years, working closely with people with Motor Neurone Disease and their families. This has enabled me to see where hospital and community services and support could be improved locally and delivered in a way that offers people a more coordinated and supportive approach as they navigate life with this very difficult condition.

“I am optimistic that the coordinator role will have a significant positive impact on the health and wellbeing of people with MND in the Calderdale and Huddersfield NHS Trust area.”

### NHS Charities Together

Calderdale and Huddersfield NHS Charity would like to thank every donor who came forward and supported NHS Charities Together national Covid-19 campaign during 2020/21. Calderdale and Huddersfield NHS Charity have received several grants from ‘NHS Charities Together’ totalling £179,000, £144,000 of which was during 2020/21.

The grants received have helped Calderdale and Huddersfield NHS Foundation Trust (CHFT) and their NHS Charity to support colleagues and patients in a variety of ways during the Covid-19 pandemic.

The funds granted during 2020/21 have been utilised in a variety of ways, such as:

- Provide psychotherapy external support to NHS staff
- Provision of 24 hour catering at both Calderdale Royal Hospital and Huddersfield Royal Infirmary during the first wave of Covid-19
- Distribution of over 150 wellbeing boxes to priority areas across both hospitals and in the community sites
- Equipping a range of wobble rooms and breakout facilities for staff
- Recruitment of the Trust’s first BAME Community Engagement Partner
- Increased capacity and resources to support virtual patient visiting and digital transformation

## 6.4. LEGACIES

We are incredibly grateful for the heartfelt support we receive from individuals who have very kindly made provisions in their Wills for Calderdale and Huddersfield NHS Charity.

In 2020/21, legacy income amounted to £36,000. We are truly grateful for the support we receive.

## 6.5. OUR VOLUNTEERS

Charity volunteering at Calderdale and Huddersfield NHS Charity began in earnest during 2020/21, as the Charity recruited their first fundraising support volunteer, to help the Charity in welcoming and managing the large scale outpouring of support and donations, as part of the response of our communities to Covid-19.

Over the course of 2020/21 Helen Chadwick-Hamilton dedicated over 700 volunteer hours to the Charity working full time during the months of March to July, and was an integral part of the charity fundraising team.

Calderdale and Huddersfield NHS Charity would like to extend this opportunity to thank Helen for all she has helped the charity achieve during this time.

Over the next 12 months we hope to grow the number of volunteers in varied roles across all hospital sites, working with and complementing the fantastic work the Trust Volunteer Services team are doing.

We will work hard to diversify and promote the opportunities we can offer to volunteers and build strong and lasting relationships with new communities.

We also plan to recruit new volunteers and volunteer fundraising groups to support at the Charity events, its campaigns and growth in community fundraising activity and income.

## 6.6. GIFTS IN KIND

During 2020/21, and through the outpouring of support, affection and generosity in response to Covid-19 and the impact of the pandemic, Calderdale and Huddersfield would like to express its sincere appreciation to every one of the thousands of donors and supporters who made a gift to the Charity.

All gifts donated to the Charity during the year have been shared or utilised by Calderdale and Huddersfield NHS Foundation Trust staff, during the same period.

See note 1 (e) for a review of how Gift in Kind donations have been accounted for in 2020/21.



## 7. GOVERNANCE

### 7.1. ROLE AND RESPONSIBILITIES

The Charity has a Corporate Trustee: Calderdale and Huddersfield NHS Foundation Trust NHS Foundation Trust, governed by the law applicable to Trusts, principally the Trustee Act 2000 and the Charities Acts 2011. The NHS Trust Board devolved responsibility for the on-going management of funds to the Charitable Funds Committee which administers the funds on behalf of the Corporate 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 Corporate Trustee in managing the Charity.

Non-Executive Members of the Trust Board are appointed by the Council of Governors whilst Executive members are subject to recruitment by the NHS Trust Board. Members are not individual trustees under Charity Law but act as agents on behalf of the Corporate Trustee.

As Trustees, all are required to ensure that:

- the income of the Charity is applied with complete fairness between the persons who are properly qualified to benefit from it,
- they act reasonably and prudently regarding any decisions made in respect of the Charity,
- they exercise the same degree of care in dealing with the administration of the funds as that of a prudent business person would exercise in managing his or her own affairs or those of someone else for whom he or she was responsible,
- they are able to demonstrate that its charitable aims are for the public benefit.

The Charitable Funds Committee is required to:

- Ensure that Charitable Fund expenditure is approved in line with the Trust's Scheme of Delegation and Standing Financial Instructions,
- Update and maintain Charitable Fund policies and procedures in accordance with Charity Commission guidance,
- Receive and review regular reports on Charitable Fund income and expenditure and on the investment of the Charity's funds,
- Ensure that the Trust's Charitable Funds are established and operated in accordance with relevant law,
- Approve the establishment of new designated funds on behalf of the Corporate Trustee,
- Ensure that audited accounts are completed, submitted to the Charity Commission and made available to the public,
- Ensure that policies and procedures are in place, which are in line with the Trust's Standing Financial Instructions and best practice elsewhere, to manage the investment of the Charity's funds,
- Support the development and growth of the Charity,
- Review and develop the Charitable Funds' Strategy.

### 7.2. COMPLIANCE

Calderdale and Huddersfield NHS Charity complies with the provisions of the Data Protection Act (2018) and the General Data Protection Regulations (2018) in so far as they apply to the operations of the Charity. There is a Privacy Policy in place which is available on the Charity website. During 2020/21 there were no reported breaches. Calderdale and Huddersfield NHS Charity additionally is registered and complies with the Code of Fundraising Practice.

## 7.3. RISK MANAGEMENT

The Corporate Trustee is responsible for:

- Keeping complete and up to date accounting records which disclose with reasonable accuracy at any time the financial position of the funds held on trust, to enable it to ensure that the accounts comply with requirements in the Charities Act 2011,
- Establishing and monitoring a system of internal control,
- Establishing arrangements for the prevention and detection of fraud and corruption.

Internal risks are minimised by the implementation of procedures and systems, which are designed to provide assurance against misstatement or loss and are reviewed periodically. They include:

- Delegation of authority and segregation of duties,
- Authorisation of all transactions and projects,
- Identification and management of risks,
- Regular reports by Audit Yorkshire (which provides an Internal Audit function).

Principal Risks:

- Fall in income from donations,
- Fall in investment market value.

The Charity has a Risk Register which records strategic and operational risks. Every risk is assessed against a matrix which measures likelihood and impact, both before and after mitigations have been applied, and a target risk score. Risks are added as they are identified and archived once they have reached their target score for a given period.

## 7.4. COMPLAINTS

A Complaints policy is not yet in place and forms part of the 2021/22 plans for the Charity development. However details about how to contact the Charity to make a complaint, alongside details of the Charity Commission and Fundraising Regulator can be found on the Charity website. During 2020/21 the Charity did not receive any complaints.

## 7.5. CHARITY SECTOR GOVERNANCE AND PARTNERSHIPS

The Charity is regulated by the Charity Commission and is a member of the Fundraising Regulator, the self-regulatory scheme for fundraising in the UK. By being a member of the Fundraising Regulator the Charity has committed to its principles which are:

- We are committed to high standards
- We are honest and open
- We are clear
- We are respectful
- We are fair and reasonable
- We are accountable

The Charity has also documented a Fundraising Promise which can be found on the Charity website and is in line with the Charity values of being **Caring, Honest, Fair** and to **Transform**.

In addition, Calderdale and Huddersfield NHS Charity is one of over 240 NHS charities in England and Wales who are eligible to join the NHS Charities Together. As a member charity we have the opportunity to benchmark our fundraising activity with our peers, discuss matters of common concern and exchange



information and experiences and to participate in conferences and seminars which offer support and education for our staff and trustees.

We utilise other bodies and publications in the third sector to benchmark ourselves including the Chartered Institute of Fundraising, Charity Commission and the Third Sector and Charity Today.



## 8. GOVERNANCE REVIEW

During 2020/21 the Charity made the decision to pause its operational and governance review, as it focussed on supporting Calderdale and Huddersfield NHS Foundation Trust through the Covid-19 pandemic peaks.

However progress has been made during this period in a number of areas, highlighted below:

### 8.1. OUR COMMITTEES

The Corporate Trustee designated responsibility for the overall strategic and governance of the Charity to the Charitable Funds Committee, The Charitable Funds Committee meets four times a year to ensure the proper management of funds, and these are spent in accordance with the wishes of the donor and the Objects of Calderdale and Huddersfield NHS Charity.

As part of a review of governance, skills and diversity of the Charitable Funds Committee, it was recognised that the Charitable Funds Committee did not have representation from the Trust's BAME Network and therefore, in November 2020, following engagement with BAME network members, Adele Roach joined the Charitable Fund Committee.

As part of this process, the Charitable Funds Committee also established an Operations Sub Committee. The Operations Sub Committee and Charitable Funds Committee have agreed Terms of Reference, appointing Operations Sub Committee members with appropriate skills, experience and representation from Calderdale and Huddersfield NHS Foundation Trust.

The main objective of the Committee is to support the development and progress of fundraising and to make recommendations to the Charitable Funds Committee whether general purpose funding applications should be approved.

### 8.2. PUBLIC BENEFIT

The Corporate Trustee has a duty to comply with Section 17 of the Charities Act 2011 which outlines the Charity Commission's general guidance on public benefit. The Trustee confirms that this requirement is strongly embedded within the procedures for approving funding applications and spending plans and that Calderdale and Huddersfield NHS Charity has fulfilled the public benefit requirement.

As part of operational management the Trustee, Charitable Funds Committee, Operations Sub Committee and Charity Management team ensure that all funding applications and spending plans contain identifiable public benefits that are clear and meet the charitable objects of Calderdale and Huddersfield NHS Charity by supporting any NHS charitable purpose relating to Calderdale and Huddersfield NHS Foundation Trust and its patients. Calderdale and Huddersfield NHS Charity's strategic goals and the public benefit requirement are satisfied through funding a range of projects, examples of which can be found listed elsewhere in this Report under each of our priority areas.

### 8.3. RESERVES POLICY

The Charity reviewed and agreed a new Reserves Policy in February 2021 which applies to restricted and unrestricted funds. The Reserves Policy will be reviewed annually by the Charitable Funds Committee. Further detail can be found in section 9.4.

## 8.4. MOVING FORWARDS – HOW DO WE IMPROVE?

### Governance review

One of the principles of good governance is to review an organisation on a regular basis against a benchmark. For Calderdale and Huddersfield NHS Charity the appropriate benchmark is the Charity Governance Code and Fundraising Regulator Code of Conduct. A full review against both Codes will be undertaken as part of the next phase of the Charity development and 2 year strategy (2021-2023). Whilst the current governance of Calderdale and Huddersfield NHS Charity meets the requirements of the Code in the majority of areas there are a few in which improvements need to be made as part of the continuing development and improvement of the Charity. Following the review an Action Plan will be drawn up to ensure that the issues which were identified are addressed.

Areas of focus will be as follows:

- revision of policies (including Privacy and Data Handling Ethics, Conflict of Interest and Reserves),
- creation of new operational documentation (including commercial participators' agreement)
- measures to increase the diversity of the Operations Sub Committee,
- revision of the risk management process
- the introduction of a new charity operations, fundraising and finance database system.

Many of these requirements have either been completed or are moving towards completion and it is anticipated that this will be achieved in 2021-22. The Corporate Trustee and Charitable Funds Committee will receive regular reports on progress.

### Raising Brand awareness

A major part of the ability of charities to raise funding from donors, of whatever type, is awareness of the existence of the Charity, what it raises funding for and how it has applied donations in the past. Calderdale and Huddersfield NHS Charity considers that there is potential to improve awareness of the Charity across both the communities of Calderdale and Huddersfield and across Calderdale and Huddersfield NHS Foundation Trust estate, including colleague engagement. Focussing activities in this way will extend the supporter base and ability to fund projects in support of the charitable objects. Significant effort will be made to improve brand awareness during 2021-22 and it is expected that this will be reflected in more enduring unrestricted funding being available both in that year and into the future.

### Working with Fund Managers

It is important to develop a greater awareness of the Charity within Calderdale and Huddersfield NHS Foundation Trust, as well as improving understanding about how to access the available funds, partly through increased engagement with existing Fund Managers. The direction of travel in 2021-22 and beyond will be to grow unrestricted funding and increase equality of opportunity for all areas within the Trust to access this funding. Part of the approach will be to involve a growing number of Trust and other external advisers in the Operations Sub Committee which recommend those applications to be funded.

### Evidencing public benefit and outcome reporting

Operational changes and new procedures, including a new Guide to Accessing Charitable Funds for all staff, including Fund Managers will support the Charity and the Corporate Trustee in evidencing public benefit, as per the Charity Commission's guidance.

Contained within the Guide are recommendations and requirements for all staff (including Fund Managers) to consider and assess public benefit, public perception and additionality tests as part of each individual

funding application, regardless of the level of funds being applied for. The document also contains a newly developed scoring matrix – to assess the public benefit of funding applications made to the general funds.

Evidencing public benefit through impact and outcome reporting becomes a mandatory requirement, through the launch of new Charitable Funding Terms and Conditions.

## Team development

During late 2020/21 the Charity undertook a capacity and skills audit and recognised the need to increase the size of the Charity team and its sector knowledge, skills and experience to aid and support the plans for future growth and development.

During 2021/22 the Charity will recruit the following two positions on a two year fixed term basis:

- Charity Fundraising and Engagement Coordinator
- Communications and Marketing Assistant

It is anticipated the new team will be recruited and in place by the end of 2021.

## Equality, Diversity & Inclusion

Calderdale and Huddersfield NHS Foundation Trust aim to develop an environment where people understand and respect each other's differences, a place where you can be what you want to be, a place where colleagues work hand-in-hand with one another to deliver one culture of care, Calderdale and Huddersfield NHS Charity is no different.

The Charity recognises that difference brings strength and is to be celebrated. Forming part of the 2021-23 strategy the Charity will continue its journey to demonstrate its commitment to equality, diversity, and inclusion by fostering a closer working relationship with the varying networks at Calderdale and Huddersfield NHS Foundation Trust, whilst exploring how the Charity can position itself to support the networks and patients and communities the Trust care for.

The Equality Networks give Trust colleagues the opportunity to share and highlight areas where we need to improve at Calderdale and Huddersfield NHS Foundation Trust, whilst being a vital link and voice for our diverse communities across Calderdale and Huddersfield.

A subset of this piece of work will be to actively champion and support Calderdale and Huddersfield NHS Foundation Trust in addressing and tackling health inequalities for and on behalf of our patients, colleagues and communities we serve.





## 9. FINANCIAL REVIEW

### 9.1. INCOME

In 2020/21 the total incoming resources amounted to £983,000. This is an increase of £547,000 on the previous year's balance; this was due an increase in donations (£595,000), partly offset by a decrease in legacies (£37,000) and other income (£11,000).

The total income received by the Charity exceeded the expenditure this year by £289,000. In addition, there was a positive movement of £538,000 arising from the revaluation of investment assets. As such, there was an overall increase in the funds of £827,000 to £3,200,000.

### 9.2. EXPENDITURE

In 2020/21 the Charity spent £621,000 on charitable activities; this includes an allocation of the support costs that the Charity incurred in the administration of the fund of £38,000 comprising costs for Financial Services support, External and Internal Audit and other establishment costs which include online giving fees and printing and stationery costs.

The Charity also incurred costs of £58,000 in raising funds.

### 9.3. GOING CONCERN

The accounts have been prepared on a going concern basis. At the end of the financial year Calderdale and Huddersfield NHS Charity had total net assets in excess of £3.2 million. The Covid-19 pandemic has had an impact on the Charity's fundraising income for unrestricted funds although this is partially offset by the generous donations made by members of the public in the first lockdown and restricted income from the NHS Charities Together national appeal.

The value of the Calderdale and Huddersfield NHS Charity investment portfolio rallied as global markets experienced a steep recovery in quarter one following the lows experienced at the onset of the Covid-19 pandemic. The Trustees have reviewed the Charity's commitment for the next 12 months and are confident that there are sufficient unrestricted free reserves to meet its commitments as they fall due. The Charity maintains an adequate cash position to meet its on-going expenditure requirements. The Corporate Trustee considers that there are no material uncertainties about the Charity's ability to continue as a going concern.

### 9.4. RESERVES POLICY

The Corporate Trustee has a legal duty to apply charitable funds within a reasonable time of their receipt but should also hold some money in reserve. Within our Charity we therefore have three funds which form our reserves – the two General Purpose funds and the General Reserves fund. The balances on these, less any commitments, form the total of the Charity's Reserves.

The Corporate Trustee encourages the use of balances and intends that designated funds are spent within a reasonable period of receipt and therefore expects to only maintain a minimum reserve balance to allow the charity to remain operational and to mitigate unforeseen circumstances.

It is necessary to retain reserves over the longer term to:

- Reduce the impact of risks should the levels of income (including fluctuations in the value of investments) reduce significantly such that the Charity cannot meet its obligations.

- Ensure the Charity can cover its on-going operational costs – these include governance costs such as salaries and audit fees and also fundraising costs.
- Meet the closure or transfer of the Charity's affairs should the need arise.

The Reserves Policy (February 2021) states *The Corporate Trustee aims to retain, as a minimum, a level of reserves sufficient to provide funding for **three months' operational costs** (including governance and fundraising costs).*

## 9.5. INVESTMENT POLICY AND PERFORMANCE

All investments are made in accordance with guidance issued by the Charity Commission; the Charity's investment manager is CCLA Investment Management Ltd.

The Charity seeks to balance ethical and socially responsible investment and risk. As such, the investment managers appointed by the Charity are restricted from investing directly in the processing and/or manufacture of tobacco products, and the portfolio of investment is widely diversified.

The investment objective is to provide a balance between long term capital growth, security, availability and maximisation of annual income.

At 31 March 2021 the market value of investments managed by the Charity's investment manager, CCLA Investment Management Ltd was £2,636,000 compared to £2,238,000 at 31 March 2020.

During the financial year 2020/21, Calderdale and Huddersfield NHS Foundation Trust Charitable Funds made a £538,000 unrealised gain on investment assets; this is compared to an unrealised gain experienced in 2019/20 of £18,000. It should be noted that the Charity liquidated investments to the value of £140,000 in 2020/21.

## 10. PLANS FOR THE FUTURE

2020/21 was the year for NHS Charities nationally and locally, and following a year like no other Calderdale and Huddersfield NHS Charity are now taking the opportunity to review operations, develop a longer term strategy and a plan for the continuation and growth across all its activities.

Following on from an incredible year of raising more income than in previous years, funding more projects and initiatives to enhance patient care and support the NHS and significantly raising the Charity profile, Calderdale and Huddersfield NHS Charity are in a good position to make firm plans for the future and the continuation and growth across all levels of activity.

The impact of Covid-19 restrictions on charities, in particular community and event fundraising is still being felt, alongside a downturn in the nation's economy. However Calderdale and Huddersfield NHS Charity are confident that by developing a robust plan and strategy for the longer term, with clear objectives and goals the Charity can continue to grow and develop its fundraising and communications, its ability to have a clear and demonstrable impact, meeting its objects as a charity and ensure it is governed well and compliant against its obligations.

Calderdale and Huddersfield NHS Charity has plans to embed its activities firmly within Calderdale and Huddersfield NHS Foundation Trust, and as part of the future plans for the NHS Trust, play an active part in identifying specific projects and initiatives to support.

Following consultation with the Charitable Funds Committee in May 2021, here are the highlights from the new 2 year charity strategy and plan.

### Key Points from the Plan

- To achieve a growth in the voluntary income, year on year from new, regular fundraising activity.
- To grow the Charity brand representation and identity throughout CHFT and within the local community.
- To invest in the Charity team and provide the resources necessary to meet new challenges and opportunities ahead.
- Following on from the large scale fundraising and promotion NHS Charities have received in response to Covid-19, the plan aims to continue to strengthen the local profile of the Charity with the aspiration that it will become and in parts remain a preferred charity of choice within the local community.
- To install modern systems that enable effective donor relationship management with the ability to identify and quantify all income streams and their financial effectiveness
- To undertake proactive prospecting (across all areas of fundraising) to support the growth of the charities' income and impact.
- Increase longer term legacy income through developing wider exposure of the need for legacies in the future; to develop Tribute Funds and In Memory as key elements for the Charity and strengthen relationships with individual families.
- Review charity governance and operations, ensuring a robust risk management system is in operation, highlighting and managing risk across all activities.

## 11. REFERENCE AND ADMINISTRATIVE DETAILS

Calderdale and Huddersfield NHS Charity	
<b>Registered Charity Number</b>	1103694
<b>Governing Document</b>	The governing document, dated 18 March 2004, is a Trust Deed setting out how the Charity should be operated and incorporates the regulations to which it must abide.
<b>Principal and Registered Office</b>	Calderdale & Huddersfield NHS Foundation Trust Trust Headquarters, Huddersfield Royal Infirmary, Acre Street, Lindley, Huddersfield, HD3 3EA. T: 01484 344 344

### 11.1. CHARITABLE OBJECTS

The object of the Charity is to apply income received from donations and legacies to any charitable purpose or purposes relating to the NHS to benefit the public served by the Trust. The Corporate Trustee fulfils its legal duty by ensuring that funds are spent in accordance with the objects of each fund and, in designating funds, the Corporate Trustee respects the wishes of donors to benefit patient care and advance the good health and welfare of patients, carers and staff.

The Corporate Trustee confirms that it has referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities.

The longer term aim of the Charity is to continue applying income received from donations and legacies to benefit the public served by the Trust, whilst maintaining minimal levels of reserves.

### 11.2. IMPACT AND MEETING OBJECTS

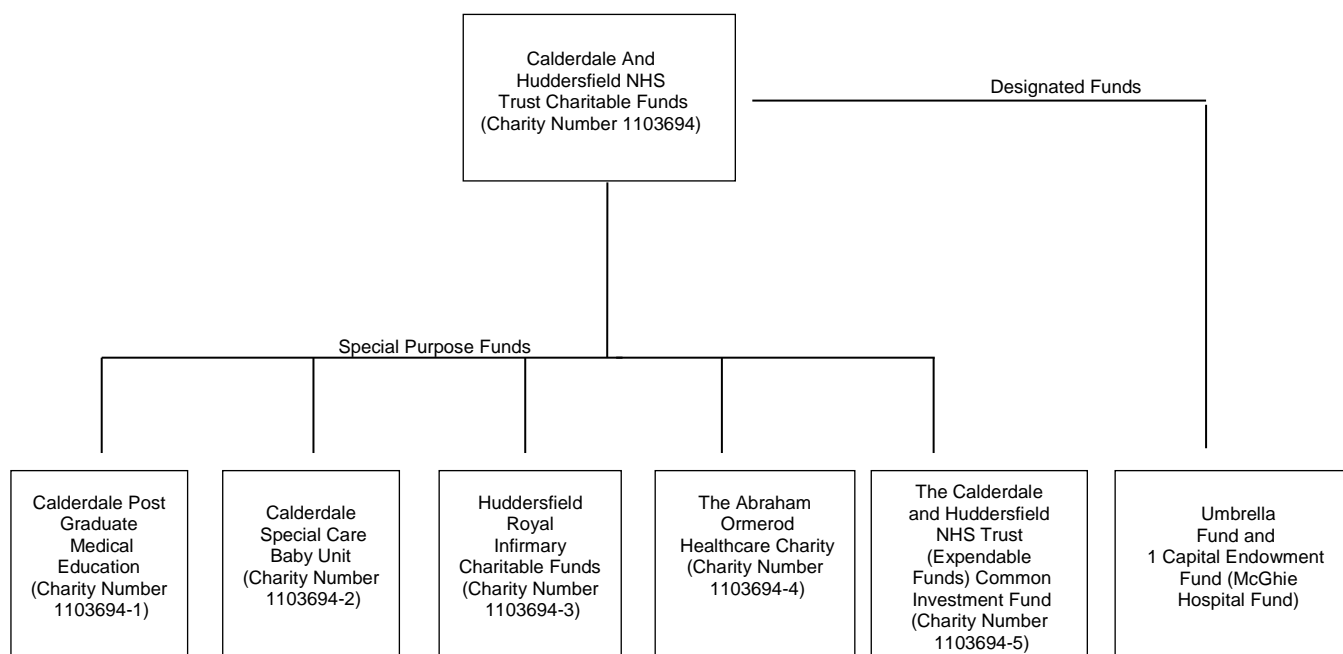
The Charity closely manages all aspects of charitable fund expenditure, reviewing and evaluating outcome and impact across all levels and purposes of funding.

Through on-going monitoring and gathering of data related to the expenditure of donations – the Charity is able to showcase its impact through the form of case studies and outcome reporting, all of which is publically available.

### 11.3. FUND STRUCTURE AND LINKED CHARITIES

Calderdale and Huddersfield NHS Charity comprises of the Umbrella Fund and five Special Purpose Funds. Each of the five special purpose funds (linked charities) share the same charity number as Calderdale and Huddersfield NHS Charity and have the same Trustee.





The designated funds receive income mainly through legacies and donations. On accepting such income no legal obligation is created as to its expenditure but it is the intention of the Corporate Trustee that any income received into Charitable Funds will be spent in line, as far as possible, with the wishes of the donor. It is to this end therefore that separate accounts are kept within the Umbrella fund for each of the designated funds.

The only income which the McGhie Hospital fund attracts is dividends on the capital investment. These funds are a permanent endowment; the income from the capital is to be split equally between the general purpose funds for Calderdale and Huddersfield.

Of the 5 special purpose funds registered with the Charity Commission, Calderdale Post Graduate Medical Education (PGME), Calderdale Special Care Baby Unit (SCBU) and Huddersfield Royal Infirmary also receive income from legacies and donations but have restrictions on where the funds can be spent.

The Calderdale and Huddersfield NHS Trust (Expendable Funds) Common Investment fund is a scheme that is registered with the Charity Commission that allows the Charity to combine the investment and money belonging to a number of funds into one pooled fund.

Each fund has at least one fund manager and funds are grouped by division.

The responsibility for approving expenditure of less than £500 from Charitable Funds has been delegated to the fund manager. For amounts that are greater than £500 further additional approval is required depending on the amount and type of expenditure. This could be a General Manager, Assistant Director of Nursing/Finance or higher level.

## 11.4. FUND MANAGEMENT

Calderdale and Huddersfield NHS Charity makes grants from both its unrestricted and restricted funds. The grants from restricted funds must be used in accordance with the conditions attached to the donation.

Unrestricted funds, grants are made from general purpose funds and designated (earmarked) funds.

- **General funds.** These funds are received with no particular preference expressed by donors. The Charitable Funds Committee invites applications from any member of staff to this fund. Based on their knowledge of the Trust, the Committee agree funding priorities and score applications for quality and value for money.
- **Designated funds.** Contain donations where a particular part of the hospital or activity was nominated for support by the donor at the time their donation was made. Whilst their nomination is not binding on the trustee, the designated funds reflect these nominations. The designated funds are overseen by fund managers who can make recommendations on how to spend the money within their designated area.

## 11.5. PROFESSIONAL ADVISORS

### Principal Professional Advisors

#### Bankers

National Westminster Bank plc  
8 Market Place  
Huddersfield  
HD1 2AL

#### Investment Managers

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

#### Auditors

KPMG LLP (UK)  
1 Sovereign Square  
Sovereign Street  
Leeds  
LS1 4DA

#### Legal Advisors

Hempsons Solicitors  
The Exchange  
Station Parade  
Harrogate  
HG1 1TS

## 12. STATEMENT OF TRUSTEES' RESPONSIBILITIES IN RESPECT OF THE TRUSTEES' ANNUAL REPORT AND THE FINANCIAL STATEMENTS

Under charity law, the trustees are responsible for preparing a Trustees' Annual Report and the financial statements in accordance with applicable law and regulations. The trustees are required to prepare the financial statements in accordance with UK Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*.

The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources for that period.


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

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards and the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- state whether the financial statements comply with the trust deed (and rules), subject to any material departures disclosed and explained in the financial statements,
- assess the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and
- use the going concern basis of accounting unless they either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

The trustees are required to act in accordance with the trust deed (and the rules) of the charity, within the framework of trust law. They are responsible for keeping accounting records which are sufficient to show and explain the charity's transactions and disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the trustees to ensure that, where any statements of accounts are prepared by them under section 132(1) of the Charities Act 2011, those statements of accounts comply with the requirements of regulations under that provision. They are responsible for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error, and have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

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

### **By Order of the Corporate Trustee**

Signed Mr Philip Lewer, Chairman 

Signed Mrs Kirsty Archer, Acting Director of Finance 

Dated 30<sup>th</sup> September 2021

## 13. Independent auditor's report to the Trustees of Calderdale and Huddersfield NHS Foundation Trust Charitable Funds

### Opinion

We have audited the financial statements of Calderdale and Huddersfield NHS Foundation Trust Charitable Funds ("the charity") for the year ended 31 March 2021 which comprise the Statement of Financial Activities, Balance Sheet and related notes, including the accounting policies in note 1.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with UK accounting standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### Basis for opinion

We have been appointed as auditor under section 149 of the Charities Act 2011 (or its predecessors) and report in accordance with regulations made under section 154 of that Act.

We conducted our audit in accordance with International Standards on Auditing (UK) ("ISAs (UK)") and applicable law. Our responsibilities are described below. We have fulfilled our ethical responsibilities under, and are independent of the charity in accordance with, UK ethical requirements including the FRC Ethical Standard. We believe that the audit evidence we have obtained is a sufficient and appropriate basis for our opinion.

### Going concern

The trustees have prepared the financial statements on the going concern basis as they do not intend to liquidate the charity or to cease its operations, and as they have concluded that the charity's financial position means that this is realistic. They have also concluded that there are no material uncertainties that could have cast significant doubt over its ability to continue as a going concern for at least a year from the date of approval of the financial statements ("the going concern period").

In our evaluation of the trustees' conclusions, we considered the inherent risks to the charity's business model and analysed how those risks might affect the charity's financial resources or ability to continue operations over the going concern period.

Our conclusions based on this work:

- we consider that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate;
- we have not identified, and concur with the trustees' assessment that there is not, a material uncertainty related to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for the going concern period.

However, as we cannot predict all future events or conditions and as subsequent events may result in outcomes that are inconsistent with judgements that were reasonable at the time they were made, the above conclusions are not a guarantee that the charity will continue in operation.



### **13. Independent auditor's report to the Trustees of Calderdale and Huddersfield NHS Foundation Trust Charitable Funds (continued)**

#### **Fraud and breaches of laws and regulations – ability to detect**

Identifying and responding to risks of material misstatement due to fraud

To identify risks of material misstatement due to fraud ("fraud risks") we assessed events or conditions that could indicate an incentive or pressure to commit fraud or provide an opportunity to commit fraud. Our risk assessment procedures included:

- Enquiring of management, the Audit and Risk Committee, Charitable Fund Committee and inspection of policy documentation as to the Charity's high-level policies and procedures to prevent and detect fraud, as well as whether they have knowledge of any actual, suspected or alleged fraud.
- Reading Trust Board, Audit and Risk Committee and Charitable Fund Committee minutes.
- Using analytical procedures to identify any usual or unexpected relationships.
- Reviewing the Charity's accounting policies.

We communicated identified fraud risks throughout the audit team and remained alert to any indications of fraud throughout the audit.

As required by auditing standards, we perform procedures to address the risk of management override of controls and the risk of fraudulent revenue recognition, in particular the risk that donations and legacies are recorded in the wrong period and the risk that management may be in a position to make inappropriate accounting entries and the risk of bias in accounting estimates and judgements such as asset valuations and impairments.

We did not identify any additional fraud risks.

In determining the audit procedures we took into account the results of our evaluation and testing of the operating effectiveness of some of the Trust-wide fraud risk management controls.

We also performed procedures including:

- Identifying journal entries and other adjustments to test based on high risk criteria and comparing the identified entries to supporting documentation. These included unusual journal characteristics linked to investments and cash.
- Assessing significant estimates for bias.
- Assessing the completeness of disclosed related party transactions and verifying they had been accurately recorded within the financial statements.
- Assessing the completeness, existence and accuracy of recorded income and expenditure through pre and post year end cut off testing.

#### ***Identifying and responding to risks of material misstatement due to non-compliance with laws and regulations***

We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general sector experience and through discussion with the Trustees and other management (as required by auditing standards), and discussed with the directors and other management the policies and procedures regarding compliance with laws and regulations.

### **13. Independent auditor's report to the Trustees of Calderdale and Huddersfield NHS Foundation Trust Charitable Funds (continued)**

We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit.

The potential effect of these laws and regulations on the financial statements varies considerably.

The Charity is subject to laws and regulations that directly affect the financial statements including financial reporting legislation. We assessed the extent of compliance with these laws and regulations as part of our procedures on the related financial statement items.

Whilst the Charity is subject to many other laws and regulations, we did not identify any others where the consequences of non-compliance alone could have a material effect on amounts or disclosures in the financial statements.

#### ***Context of the ability of the audit to detect fraud or breaches of law or regulation***

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it.

In addition, as with any audit, there remained a higher risk of non-detection of fraud, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. Our audit procedures are designed to detect material misstatement. We are not responsible for preventing non-compliance or fraud and cannot be expected to detect non-compliance with all laws and regulations.

#### **Other information**

The trustees are responsible for the other information, which comprises the Trustees' Annual Report. Our opinion on the financial statements does not cover the other information and, accordingly, we do not express an audit opinion or, except as explicitly stated below, any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether, based on our financial statements audit work, the information therein is materially misstated or inconsistent with the financial statements or our audit knowledge. We are required to report to you if:

- based solely on that work, we have identified material misstatements in the other information; or
- in our opinion, the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements.

We have nothing to report in these respects.

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

Under the Charities Act 2011 we are required to report to you if, in our opinion:

- the charity has not kept sufficient accounting records; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

We have nothing to report in these respects.

### **13. Independent auditor's report to the Trustees of Calderdale and Huddersfield NHS Foundation Trust Charitable Funds (continued)**

#### **Trustees' responsibilities**

As explained more fully in their statement set out on page 38, the trustees are responsible for: the preparation of financial statements which give a true and fair view; such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error; assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and using the going concern basis of accounting unless they either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities**

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

A fuller description of our responsibilities is provided on the FRC's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities).

#### **The purpose of our audit work and to whom we owe our responsibilities**

This report is made solely to the charity's trustees as a body, in accordance with section 149 of the Charities Act 2011 (or its predecessors) and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees, as a body, for our audit work, for this report, or for the opinions we have formed.



**Clare Partridge**

**for and on behalf of KPMG LLP, Statutory Auditor**

*Chartered Accountants*

*KPMG LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006*

1 Sovereign Square  
Sovereign St  
Leeds  
LS1  
4DA

01 October 2021

# CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS

## ACCOUNTS – 2020/21

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds £'000	Restricted funds £'000	Endowment funds £'000	2020/21 Total funds £'000	2019/20 Total funds £'000
<b>Income and endowments from:</b>						
Donations and legacies	3	699	136	0	835	386
Charitable Activities	4	0	144	0	144	35
Investments	5	4	0	0	4	4
Other	5	0	0	0	0	11
<b>Total incoming resources</b>		<b>703</b>	<b>280</b>	<b>0</b>	<b>983</b>	<b>436</b>
<b>Expenditure on:</b>						
Raising funds	6	52	6	0	58	52
Charitable activities	7					
Purchase of new equipment		123	45	0	168	215
New building and refurbishment		30	9	0	39	108
Staff education and welfare		53	191	0	244	110
Patient education and welfare		128	42	0	170	79
Contribution to NHS		0	0	0	0	0
<b>Total charitable activities</b>		<b>334</b>	<b>287</b>	<b>0</b>	<b>621</b>	<b>512</b>
Other resources expended		0	15	0	15	71
<b>Total expenditure</b>	8	<b>386</b>	<b>308</b>	<b>0</b>	<b>694</b>	<b>635</b>
Net gains on investments	13	328	190	20	538	18
<b>Net income/(expenditure)</b>		<b>645</b>	<b>162</b>	<b>20</b>	<b>827</b>	<b>(181)</b>
Transfers between funds	10	(42)	42	0	0	0
<b>Net movement in funds</b>		<b>603</b>	<b>204</b>	<b>20</b>	<b>827</b>	<b>(181)</b>
<b>Reconciliation of Funds</b>						
Total Funds brought forward		1,443	832	98	2,373	2,554
<b>Total funds carried forward</b>		<b>2,046</b>	<b>1,036</b>	<b>118</b>	<b>3,200</b>	<b>2,373</b>

The notes 1-24 on the following pages form part of these financial statements. All income and expenditure are derived from continuing operations.



# CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS

## ACCOUNTS – 2020/21

### BALANCE SHEET AS AT 31 MARCH 2021

	Notes	Unrestricted funds £'000	Restricted funds £'000	Endowment funds £'000	Total at 31 March 2021 £'000	Total at 31 March 2020 £'000
<b>Fixed assets</b>						
Investments	13	1,521	997	118	2,636	2,238
<b>Total fixed assets</b>		<b>1,521</b>	<b>997</b>	<b>118</b>	<b>2,636</b>	<b>2,238</b>
<b>Current assets</b>						
Debtors	14	6	1	0	7	49
Cash and cash equivalents	15	575	50	0	625	187
<b>Total current assets</b>		<b>581</b>	<b>51</b>	<b>0</b>	<b>632</b>	<b>236</b>
<b>Liabilities</b>						
Creditors: amounts falling due within one year	16	56	12	0	68	101
<b>Net current assets / (liabilities)</b>		<b>525</b>	<b>39</b>	<b>0</b>	<b>564</b>	<b>135</b>
<b>Total assets less current liabilities</b>		<b>2,046</b>	<b>1,036</b>	<b>118</b>	<b>3,200</b>	<b>2,373</b>
<b>Total net assets</b>		<b>2,046</b>	<b>1,036</b>	<b>118</b>	<b>3,200</b>	<b>2,373</b>
<b>Funds of the charity</b>	19					
Endowment funds		0	0	118	118	98
Restricted income funds		0	1,036	0	1,036	832
Unrestricted income funds		2,046	0	0	2,046	1,443
<b>Total funds</b>		<b>2,046</b>	<b>1,036</b>	<b>118</b>	<b>3,200</b>	<b>2,373</b>

# CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS

## ACCOUNTS – 2020/21

### STATEMENT OF CASH FLOWS AS AT 31 MARCH 2021

	Note	Total at 31 March 2021 £'000	Total at 31 March 2020 £'000
<b>Cash flows from operating activities:</b>			
Net cash provided by (used in) operating activities	18	<b>294</b>	<b>(233)</b>
<b>Cash flows from investing and other activities:</b>			
Dividends from investments	5	4	4
Other income	5	0	11
<b>Net cash provided by (used in) investing activities</b>		<b>4</b>	<b>15</b>
Receipt from sale of investments	13	140	196
<b>Net cash provided by financial investment</b>		<b>140</b>	<b>196</b>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>438</b>	<b>(22)</b>
<b>Cash and cash equivalents at the beginning of the reporting period</b>	15	<b>187</b>	<b>209</b>
<b>Cash and cash equivalents at the end of reporting period</b>	15	<b>625</b>	<b>187</b>

The notes on 1-24 on the following pages form part of these accounts. The financial statements and the accompanying notes were approved by the Board of Directors 30th September 2021 and were signed on its behalf by Kirsty Archer, Acting Director Finance.

Signed  Mr Philip Lewer, Chairman

# CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS

## ACCOUNTS – 2020/21

### NOTES TO THE ACCOUNTS

#### 1 Accounting policies

##### **a) Basis of preparation**

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

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Corporate Trustee considers that there are no material uncertainties about the Charity's ability to continue as a going concern. The Covid-19 pandemic has had an impact on the Charity's fundraising income for unrestricted funds although this is partially offset by the generous donations made by members of the public in the first lockdown and restricted income from the NHS Charities Together national appeal.

##### **b) Governance costs**

Governance costs are classified as support costs and have therefore been apportioned across charitable activities, after a portion has been allocated to Raising Funds. These costs include costs related to the statutory audit and an apportionment of overhead and other support costs.

The analysis of support costs, including governance costs, is shown in note 9.

##### **c) Structure of funds**

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

Restricted funds are those which are to be used in accordance with specific restrictions imposed by the donor. The Charity has six restricted funds. The restrictions on CRH SCBU, CRH PGME and HRI Special Purpose funds (see note 19) primarily limit any expenditure from these funds to be undertaken for the benefit of the stated purpose contained in the fund title. The fourth and fifth restricted funds are the Abraham Ormerod Centre fund and the Abraham Ormerod Reserve fund. They both have the same restriction which is that the approved expenditure must, where possible, be for services provided for the benefit of people in the Todmorden area. The sixth restricted fund is the Covid-19 fund where the grants from NHS Charities Together were allocated.

Endowment Funds are where capital is held to generate income for charitable purposes with no discretion to spend capital. The Charity has one permanent endowment fund, McGhie Hospital.

## **Accounting Policies (continued)**

### **d) Incoming resources**

All incoming resources are recognised once the Charity has entitlement to the resources, it is probable (more likely than not) that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Donations are recognised when the Charity has been notified in writing of both the amount and settlement date.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. This is normally upon notification by our investment advisor of the dividend yield of the investment portfolio.

### **e) Gifts in kind**

Gifts in kind, such as food and care packages are not accounted for when they are accepted and immediately distributed unless a single donation is material.

Gifts of tangible assets such as mattresses and fridges are recognised as a donation at fair value (market price) on receipt and charitable expenditure when they are distributed.

Where gifts in kind are held before being distributed to beneficiaries, they are recognised at fair value as stock until they are distributed.

### **f) Incoming resources from legacies**

Legacies are accounted for as incoming resources either upon receipt or where the receipt of the legacy is probable; this will be once confirmation has been received from representatives of the estate(s) that probate has been granted, the executors have established that there are sufficient assets in the estate to pay the legacy and all conditions attached to the legacy have been fulfilled or are within the Charity's control.

If there is uncertainty as to the amount of the legacy and it cannot be reliably estimated, then the legacy is shown as a contingent asset until all of the conditions for income recognition are met (see Note 20 - Material legacies).

### **g) Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate costs related to each category of expense shown in the Statement of Financial Activities. All expenditure is recognised once there is a legal constructive obligation committing the Charity to the expenditure.

### **h) Irrecoverable VAT**

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

### **i) Allocation of support costs**

Support costs are those costs which do not relate directly to a single activity. These include some staff costs, costs of administration and audit costs. They are allocated to charitable activities, across the funds in proportion to total expenditure, as shown in note 9, after a portion has been allocated to Raising Funds.

### **j) Fundraising costs**

The costs of generating funds are those costs attributable to generating income for the Charity, other than those costs incurred in undertaking charitable activities. These are fundraising costs and they include expenses for fundraising activities and a fee paid to Calderdale & Huddersfield NHS Foundation Trust to pay the salary and overhead costs of the fundraising team – see note 6.



**k) Charitable activities**

Costs of Charitable Activities comprise all costs incurred in the pursuit of charitable objects of the Charity. These costs comprise direct costs and overhead and support costs.

**l) Fixed asset investments**

Investments are initially recognised at their transaction value and are subsequently measured at the current market value quoted by the investment analyst, as at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluation.

The main form of financial risk faced by the Charity is that of volatility in equity markets and investment markets due to wider economic conditions and the attitude of investors to investment risk.

**m) Debtors**

Debtors are amounts owed to the Charity. They are measured on the basis of their recoverable amount.

**n) 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. Cash equivalents are balances held in the deposit account which are very liquid funds and are now shown as part of 'Cash and cash equivalents' on the balance sheet. There is no impact on the total funds of the Charity. An analysis of Cash and cash equivalents is provided in note 15.

**o) 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.

**p) Recognised gains and losses**

All gains and losses are taken to the Statement of Financial Activities as they arise. Unrealised gains and losses are calculated as the difference between the market value at the year end and opening market value (or value at date of purchase if later).

**2 Prior year comparatives by type of fund**

The primary statements provide prior year comparatives in total; this note provides prior period comparatives for the Statement of Financial Activities and the Balance Sheet for each of the three types of fund that the Charity manage.

# CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS

## ACCOUNTS – 2020/21

### NOTES TO THE ACCOUNTS

#### 2a Unrestricted funds

##### Statement of financial activity for the year ended 31 March 2021

	2021 £'000	2020 £'000
<b>Income and endowments from:</b>		
Donations and legacies	699	374
Charitable Activities	0	35
Investments	4	4
Other	0	11
<b>Total income and endowments</b>	<b>703</b>	<b>424</b>
<b>Expenditure on:</b>		
Raising funds	52	3
Charitable activities		
Purchase of new equipment	123	191
New building and refurbishment	30	107
Staff education and welfare	53	105
Patient education and welfare	128	56
Contribution to NHS	0	0
<b>Total charitable activities</b>	<b>334</b>	<b>459</b>
<b>Total expenditure</b>	<b>386</b>	<b>462</b>
Net gains on investments	328	14
<b>Net income/(expenditure)</b>	<b>645</b>	<b>(24)</b>
Transfers between funds	(42)	0
<b>Net movement in funds</b>	<b>603</b>	<b>(24)</b>
<b>Reconciliation of Funds</b>		
Total Funds brought forward	1,443	1,467
<b>Total funds carried forward</b>	<b>2,046</b>	<b>1,443</b>

##### Balance sheet as at 31 March 2021

	2021 £'000	2020 £'000
<b>Fixed assets</b>		
Investments	1,521	1,313
<b>Total fixed assets</b>	<b>1,521</b>	<b>1,313</b>
<b>Current assets</b>		
Debtors	6	49
Cash and cash equivalents	575	180
<b>Total current assets</b>	<b>581</b>	<b>229</b>
<b>Liabilities</b>		
Creditors: amounts falling due within one year	56	99
<b>Net current assets / (liabilities)</b>	<b>525</b>	<b>130</b>
<b>Total assets less current liabilities</b>	<b>2,046</b>	<b>1,443</b>
<b>Total net assets</b>	<b>2,046</b>	<b>1,443</b>
<b>Total unrestricted funds</b>	<b>2,046</b>	<b>1,443</b>

# CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS

## ACCOUNTS – 2020/21

### NOTES TO THE ACCOUNTS

#### 2b Restricted funds

##### Statement of financial activity for the year ended 31 March 2021

	2021 £'000	2020 £'000
<b>Income and endowments from:</b>		
Donations and legacies	136	12
Charitable Activities	144	0
<b>Total income and endowments</b>	<b>280</b>	<b>12</b>
<b>Expenditure on:</b>		
Raising funds	6	49
Charitable activities		
Purchase of new equipment	45	24
New building and refurbishment	9	1
Staff education and welfare	191	5
Patient education and welfare	42	23
<b>Total charitable activities</b>	<b>287</b>	<b>53</b>
Other resources expended	15	71
<b>Total expenditure</b>	<b>308</b>	<b>173</b>
Net gains on investments	190	7
<b>Net income/(expenditure)</b>	<b>162</b>	<b>(154)</b>
Transfers between funds	42	0
<b>Net movement in funds</b>	<b>204</b>	<b>(154)</b>
<b>Reconciliation of Funds</b>		
Total Funds brought forward	832	986
<b>Total funds carried forward</b>	<b>1,036</b>	<b>832</b>

#### 2c Endowment funds

##### Statement of financial activity for the year ended 31 March 2021

	2021 £'000	2020 £'000
Net gains or (losses) on investments	20	(3)
<b>Net income/(expenditure)</b>	<b>20</b>	<b>(3)</b>
Transfers between funds	0	0
<b>Net movement in funds</b>	<b>20</b>	<b>(3)</b>
<b>Reconciliation of Funds</b>		
Total Funds brought forward	98	101
<b>Total funds carried forward</b>	<b>118</b>	<b>98</b>

##### Balance sheet as at 31 March 2021

	2021 £'000	2020 £'000
<b>Fixed assets</b>		
Investments	997	827
<b>Total fixed assets</b>	<b>997</b>	<b>827</b>
<b>Current assets</b>		
Debtors	1	0
Cash and cash equivalents	50	7
<b>Total current assets</b>	<b>51</b>	<b>7</b>
<b>Liabilities</b>		
Creditors: amounts falling due within one year	12	2
<b>Net current assets / (liabilities)</b>	<b>39</b>	<b>5</b>
<b>Total assets less current liabilities</b>	<b>1,036</b>	<b>832</b>
<b>Total net assets</b>	<b>1,036</b>	<b>832</b>
<b>Total restricted funds</b>	<b>1,036</b>	<b>832</b>

##### Balance sheet as at 31 March 2021

	2021 £'000	2020 £'000
<b>Fixed assets</b>		
Investments	118	98
<b>Total fixed assets</b>	<b>118</b>	<b>98</b>
<b>Total assets less current liabilities</b>	<b>118</b>	<b>98</b>
<b>Total net assets</b>	<b>118</b>	<b>98</b>
<b>Total endowment funds</b>	<b>118</b>	<b>98</b>

# CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS

## ACCOUNTS – 2020/21

### NOTES TO THE ACCOUNTS

#### 3 Analysis of voluntary income

	Unrestricted funds	Restricted funds	Endowment funds	2020/21 Total funds	2019/20 Total funds
	£'000	£'000	£'000	£'000	£'000
Donations	116	80	0	196	137
Corporate donations	547	56	0	603	177
Legacies	36	0	0	36	72
	<b>699</b>	<b>136</b>	<b>0</b>	<b>835</b>	<b>386</b>

Donations of gifts in kind to the value of £42,800 are included in income, valued at their market value. All of these donations have been distributed during the year. The 2019/20 figures have been restated to take into account that £35,000 is now shown below in Note 4; Charitable Activities (NHS Charities Together grants) are shown on a separate line in the SOFA.

#### 4 Analysis of income from charitable activities (NHS Charities Together grants)

	Unrestricted funds	Restricted funds	Endowment funds	2020/21 Total funds	2019/20 Total funds
	£'000	£'000	£'000	£'000	£'000
Stage 1 grant (1st part)	0	0	0	0	35
Stage 1 grant (2nd part)	0	42	0	42	0
Stage 2 grant (1st part)	0	50	0	50	0
Stage 2 grant (2nd part)	0	50	0	50	0
Grant in association with Starbucks	0	2	0	2	0
	<b>0</b>	<b>144</b>	<b>0</b>	<b>144</b>	<b>35</b>

In 2020/21, the Charity received grants from the NHS Charities Together Covid-19 emergency appeal.

#### 5 Total income from operating activities

##### Income from investments

	Unrestricted funds	Restricted funds	Endowment funds	2020/21 Total funds	2019/20 Total funds
	£'000	£'000	£'000	£'000	£'000
Fixed asset investments UK	4	0	0	4	4
	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>4</b>

The dividends above relate to the McGhie Hospital fund; these are shared equally between both General Purpose funds.

##### Other Income

Other income is £nil (£11,000 in 2019/20). Last year this was wholly attributable to Breast Milk Bank Income which is in an unrestricted fund.

# CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS

## ACCOUNTS – 2020/21

## NOTES TO THE ACCOUNTS

### 6 Analysis of expenditure on raising funds

In 2020/21 the Charity continued to use only one investment manager. For the current year, the fee for the COIF Charities Investment fund is 0.60% which is charged annually based on the capital balance (2019/20: 0.60%).

	Unrestricted funds	Restricted funds	Endowment funds	2020/21 Total funds	2019/20 Total funds
	£'000	£'000	£'000	£'000	£'000
Fundraising Costs	50	4	0	54	49
Support Costs	2	2	0	4	3
	<b>52</b>	<b>6</b>	<b>0</b>	<b>58</b>	<b>52</b>

The fundraising costs above include staff costs, memberships, marketing and resources and other fundraising event costs.

### 7 Analysis of charitable expenditure

The Charity made grant support available to Calderdale and Huddersfield NHS Foundation Trust and Locala Community Partnership for the purchase of equipment and contributions for staff and patient education, amenities and welfare.

	Grant funded activity			Support costs			Total 2020/21			Total 2019/20
	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total 2020/21	Total 2019/20
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Purchase of new equipment	116	43	159	7	2	9	123	45	168	215
New building and refurbishment	29	8	37	1	1	2	30	9	39	108
Staff education,welfare and amenities	50	180	230	3	11	14	53	191	244	110
Patient education,welfare and amenities	121	40	161	7	2	9	128	42	170	79
	<b>316</b>	<b>271</b>	<b>587</b>	<b>18</b>	<b>16</b>	<b>34</b>	<b>334</b>	<b>287</b>	<b>621</b>	<b>512</b>

The Charity also made available grant support of £15,000 (2019/20: £71,000) – see details in the Financial Review; this was to Age Concern Todmorden towards its running costs.

### 8 Analysis of grants

The main beneficiary of the Charity is the related party, Calderdale and Huddersfield NHS Foundation Trust, but grants are also made to Locala Community Partnership. The Corporate Trustee operates a scheme of delegation through which all grant funded activity is managed by fund managers responsible for the day to day disbursements from their designated funds in accordance with the directions set out in the Charity standing orders and standing financial instructions.

	2020/21 £'000	2019/20 £'000
Raising funds	58	52
<b>Grants made:</b>		
NHS Foundation Trust	621	502
Locala Community Partnership	0	10
	<b>621</b>	<b>512</b>
Other Resources Expended	15	71
Total resources expended	<b>694</b>	<b>635</b>



# CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS

## ACCOUNTS – 2020/21

### NOTES TO THE ACCOUNTS

#### 9 Allocation of governance and support costs

Support and overhead costs are apportioned to charitable activities according to the value of transactions that have occurred within each activity in the year. Governance costs are those support costs which relate to the strategic and day to day management of the Charity.

	Raising Funds	Charitable Activities	2020/21 Total £'000	2019/20 Total £'000
<b>Support and governance costs</b>				
Financial services	3	24	27	27
Salaries and related costs	0	4	4	4
External and internal audit costs	1	5	6	4
Establishment costs	0	1	1	1
	<b>4</b>	<b>34</b>	<b>38</b>	<b>36</b>

	Unrestricted funds £'000	Restricted funds £'000	Endowment funds £'000	2020/21 Total £'000	2019/20 Total £'000
<b>Support and governance costs</b>					
Raising funds	2	2	0	4	3
Charitable Activities	18	16	0	34	33
	<b>20</b>	<b>18</b>	<b>0</b>	<b>38</b>	<b>36</b>

	Unrestricted funds £'000	Restricted funds £'000	Endowment funds £'000	2020/21 Total £'000	2019/20 Total £'000	2021 Basis of apportionment to charitable activities
<b>Support and governance costs for charitable activities</b>						
Financial services	14	11	0	25	25	Proportionate to charitable expenditure
Salaries and related costs	2	2	0	4	4	Proportionate to charitable expenditure
External and internal audit costs	2	2	0	4	3	Proportionate to charitable expenditure
Establishment costs	0	1	0	1	1	Proportionate to charitable expenditure
	<b>18</b>	<b>16</b>	<b>0</b>	<b>34</b>	<b>33</b>	

	Purchase of Equipment	Staff Education and Welfare	Patient Education and Welfare	Building & Refurbishment	Other	2020/21 Total £'000	2019/20 Total £'000
<b>Apportionment of support costs across charitable expenditure</b>							
Financial services	7	9	7	2	0	25	25
Salaries and related costs	1	2	1	0	0	4	4
External and internal audit costs	1	2	1	0	0	4	3
Establishment costs	0	1	0	0	0	1	1
	<b>9</b>	<b>14</b>	<b>9</b>	<b>2</b>	<b>0</b>	<b>34</b>	<b>33</b>

# CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS

## ACCOUNTS – 2020/21

### NOTES TO THE ACCOUNTS

#### 10 Transfers between funds

There was a transfer in April 20 of £42,000 from an unrestricted General Purpose fund to the newly set up restricted Covid-19 fund (2019/20: £nil).

#### 11 Analysis of staff costs

The Charity does not directly employ any members of staff. The administration and fundraising are carried out by staff from the Trust and recharged to the Charity. For 2020/21 the recharged staff cost for administration was £31,334 (2019/20: £31,112). The recharged staff cost for fundraising was £48,637 (2019/20: £42,276).

#### 12 Auditor's remuneration

The auditor's remuneration of £3,840 - inclusive of VAT (2019/20: £3,840 – inclusive of VAT) related solely to the statutory audit, with no other additional work undertaken (2019/20: £nil).

#### 13 Fixed asset investments

All investments are made in accordance with the guidance issued by the Charity Commission. The current investments are managed by CCLA.

Funds are either invested in the stock exchange, other securities or held to gain interest in the bank. The Charity's investment objective remains the same, that is, to provide a balance between long term capital growth, security, availability and maximisation of annual income. All investments are carried at their fair value.

#### Movement in year

	2020/21 £'000	2019/20 £'000
Market value at 1 April	2,238	2,416
Add : additions at cost	0	0
Less : disposals at market value and in year gain/(loss) on disposal	(140)	(196)
Add/Less : gain/loss on revaluation	538	18
Add : gain/(loss) on in year disposals	0	0
Less : movements in broker held bank accounts	0	0
<b>Market value at 31 March</b>	<b>2,636</b>	<b>2,238</b>

The impact of the pandemic on the value of our investments can be seen at the end of March 2020 when the stock market was low, resulting in an unrealised gain on investments in 2019/20 of only £18,000. However, during 2020/21, the stock market recovered and an unrealised gain of £538,000 was reported at the end of March 2021. Gains or losses on revaluation are realised at such times when investments are sold.

# CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS

## ACCOUNTS – 2020/21

### NOTES TO THE ACCOUNTS

#### Fixed asset investments (cont.)

##### Investments in common investment funds

	Units held at 31 March 2021	31 March 2021 total £'000	Units held at 31 March 2020	31 March 2020 total £'000
CCLA Investments Management Ltd				
COIF Charities Investment Fund				
Accumulation units	12,153	2,518	12,843	2,140
Income units	6,602	118	6,602	98
	<b>18,755</b>	<b>2,636</b>	<b>19,445</b>	<b>2,238</b>

#### Risk Strategy in terms of investments held with investment managers

In line with the investment objectives of the Charity, it is essential that the correct balance of risk and rewards is conveyed to the Investment Managers running the Charity portfolios.

The view of the Charitable Funds Committee is that risk levels should be based on Low and Medium risk.

##### Low risk

The Charity is prepared to accept a small degree of short term volatility, in the hope of producing slightly higher returns. The Charity seeks to reduce the risk of returns being exceeded by inflation, while retaining a consistent pattern of returns and accepts the possibility of frequent but minor fluctuations in capital value.

##### Medium risk

The Charity is prepared to accept risk of some short term volatility in the pursuit of returns over the medium to long term which should maintain capital after the effects of inflation and is aware that more significant fluctuations in capital are possible.

##### Liquidity risk

This is anticipated to be low as the Fund holds a diversified portfolio but one biased towards real assets including global equities, property and infrastructure, and with only modest exposure to bonds and cash.

##### Currency risk

There is an element of currency risk as there are some overseas equities within the portfolio but these should be minimal as the portfolio is diversified.

# CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS

## ACCOUNTS – 2020/21

### NOTES TO THE ACCOUNTS

#### 14 Analysis of debtors

	31 March 2021 £'000	31 March 2020 £'000
<b>Debtors under 1 year</b>		
Other debtors	7	49
<b>Total</b>	<b>7</b>	<b>49</b>

Other debtors represent any sums owed to the Charity by a related party, Calderdale and Huddersfield NHS Foundation Trust, for income collected by the Trust on behalf of the Charity (£5,000) and donations received but not banked until April 2021 (£2,000).

#### 15 Analysis of cash and cash equivalents

	31 March 2021 £'000	31 March 2020 £'000
<b>Analysis of cash at bank</b>		
National Westminster current account	(1)	0
<b>Short term investments and deposits</b>		
National Westminster deposit account	626	187
<b>Total</b>	<b>625</b>	<b>187</b>

Note: Whilst National Westminster current account is showing a debit balance, it should be noted that this account did not go overdrawn and that the debit balance is due to cheques raised but not yet cashed.

#### 16 Analysis of liabilities

	31 March 2021 £'000	31 March 2020 £'000
<b>Creditors under 1 year</b>		
Other creditors	68	101
	<b>68</b>	<b>101</b>

Other creditors mainly represent sums owed by the Charity to a related party, Calderdale and Huddersfield NHS Foundation Trust (£63,000), for costs incurred by the NHS Foundation Trust on behalf of the Charity in the furtherance of the Charity's objectives. It also includes the cost of items received but not yet invoiced (£5,000).

# CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS

## ACCOUNTS – 2020/21

## NOTES TO THE ACCOUNTS

### 17 Provisions for liabilities and charges

The Charity does not have any provisions for liabilities and charges and, as such, has not disclosed any such liabilities and charges in the Statement of Financial Activities.

### 18 Reconciliation of net income/(expenditure) to net cash flow from operating activities

	31 March 2021 £'000	31 March 2020 £'000
<b>Net income/(expenditure) for 2020/21 (as per SOFA)</b>	<b>827</b>	<b>(181)</b>
<b>Adjustments for:</b>		
(Gains)/losses on investments	(538)	(18)
Dividends from investments	(4)	(4)
Other income	0	(11)
(Increase)/decrease in debtors	42	(45)
Increase/(decrease) in creditors	(33)	26
<b>Net cash provided by (used in) operating activities</b>	<b>294</b>	<b>(233)</b>

### 19 Analysis of charitable funds

	Balance at 31 March 2020 b/fwd	Incoming resources	Resources expended	Transfers	Gains and losses	Balance at 31 March 2021 c/fwd
	£'000	£'000	£'000	£'000	£'000	£'000
<b>Endowment</b>						
McGhie hospital	98	-	-	-	20	118
	<b>98</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20</b>	<b>118</b>
<b>Restricted</b>						
CRH SCBU	13	4	(4)	-	-	13
CRH PGME	17	-	(1)	-	-	16
HRI special purpose fund	21	-	(4)	-	-	17
Covid 19 fund	-	276	(184)	42	-	134
Abraham Ormerod day hospital	493	-	(115)	-	-	378
Abraham Ormerod reserve	288	-	-	-	190	478
	<b>832</b>	<b>280</b>	<b>(308)</b>	<b>42</b>	<b>190</b>	<b>1,036</b>
<b>Unrestricted</b>						
Unrestricted funds	<b>1,443</b>	<b>703</b>	<b>(386)</b>	<b>(42)</b>	<b>328</b>	<b>2,046</b>
<b>Total</b>	<b>2,373</b>	<b>983</b>	<b>(694)</b>	<b>-</b>	<b>538</b>	<b>3,200</b>

All the unrestricted funds are designated funds and are available for any charitable purpose relating to the NHS but are mainly for the stated purpose contained in the fund title. This is in recognition of the non-binding wishes of donors when making their generous gifts.

In the interests of accountability and transparency a complete breakdown of all designated (earmarked) funds is available upon written request.



# CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS

## ACCOUNTS – 2020/21

## NOTES TO THE ACCOUNTS

### 20 Material legacies

Legacy income is accounted for as incoming resources in the Statement of Financial Activities either upon receipt or where the legacy is probable. Material legacies are those which have been notified as at 31 March 2021 but not recognised as incoming resources in the Statement of Financial Activities due to the conditions for recognition not being met.

Material legacies as at 31 March 2021		2020/21	2019/20
Notification received from	Date notification received	Estimated value of legacy £'000	Estimated value of legacy £'000
Wilkinson Woodward Bearden Sols	March 2020	0	1
		<b>0</b>	<b>1</b>

### 21 Outstanding Approvals

Expenditure that has been approved internally but not yet delivered or services not yet provided has been summarised below.

#### Outstanding Expenditure Approvals as at 31 March 2021

	2020/21	2019/20
Fund Manager	Estimated value £	Estimated value £
Calderdale & Huddersfield NHS Foundation Trust	511,401	617,874
	<b>511,401</b>	<b>617,874</b>

### 22 Related party transactions

Calderdale and Huddersfield NHS Foundation Trust is considered to be the main related party to the Charity. Payments to creditors are made through the Trust and reimbursed from the Charitable Funds. Whilst the Trust paid £610,105 on behalf of the Charity, all but £86 of this was repaid by the Charity; this latter figure represents the administration costs provided by the Trust. This cost, in support of the Charity's grant making activities, is included within support costs – see note 9. During the year, a donation of £500,000 was received from Calderdale and Huddersfield Solutions Limited, a wholly owned subsidiary of Calderdale and Huddersfield NHS Foundation Trust.

### 23 Trustees' remuneration, benefits and expenses

During the year, no Board Member of the Trust received either remuneration or expenses and none of them, or key management staff, has undertaken any material transactions with the Calderdale and Huddersfield NHS Foundation Trust Charitable Funds. There were also no Trustee indemnity insurance costs during the year.

## **CALDERDALE AND HUDDERSFIELD NHS FOUNDATION TRUST CHARITABLE FUNDS**

### **ACCOUNTS – 2020/21**

#### **NOTES TO THE ACCOUNTS**

##### **24 Role of volunteers**

Our fund managers are, in effect, volunteers. There are about 200 Trust staff members who manage how the Charity's designated funds should be spent. Each fund manager has been delegated responsibility for approving expenditure of less than £500.

In addition the Charity has been supported this year by Charity volunteers, who have dedicated their time, skills and commitment to supporting the charity and its operations. We would like to say a big thank you to our volunteers for helping to support us at a time when we needed it most, and for all you have done to help 2020/21 be such a successful year.



Calderdale and  
Huddersfield  
NHS Charity



Calderdale and Huddersfield  
NHS Foundation Trust

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